



Notice

Applications for Empanelment of Valuers

IFCI Limited invites applications from interested valuers for empanelment for valuation of **'Equity Shares, quasi-equity and similar securities'**. The applicants, who intend to participate in the empanelment process, may submit their application in the prescribed format, **latest by 20/04/2017**. The application formats and other terms and conditions, can be downloaded from our website www.ifcilttd.com. Any further updates shall be uploaded on the website.

Dated: March 31, 2017

General Manager
Credit-1
IFCI Limited
IFCI Tower, 61 Nehru Place
New Delhi – 110019
Ph: 011-41732000

Terms and Conditions for Empanelment of Valuers

1. Purpose

IFCI Limited proposes to empanel valuers for carrying out valuation of 'Equity shares, quasi-equity & similar securities' (ES)

2. Minimum Eligibility Criteria & Requisite Documentary Proof

The minimum eligibility criteria and documentary Proof acceptable against each eligibility criteria is provided at **Annexure-A**.

3. Application Submission Guidelines

The application shall be submitted in accordance with the following guidelines:

- (i) One Applicant shall submit only a single application and cannot be a constituent to any other application.
- (ii) Application shall be strictly submitted in the format prescribed at **Annexure-B**. Non-compliance of the prescribed format may lead to rejection of the application.
- (iii) The applicant shall make a payment of non-refundable application fee amounting to INR 10,000/- (Rupees ten thousand only) by way of Demand Draft in favour of IFCI Limited payable at par along with the application.
- (iv) The application shall be unconditional; otherwise it would be liable for rejection.
- (v) All the information/details are to be supported by authentic documents duly certified by the Applicant.
- (vi) Applications shall be submitted in a sealed envelope titled 'Application For Empanelment of Valuer' to any one of the Regional Offices (the empanelment may be used across the Regional Offices irrespective of the regional office to which the application has been addressed). The list of regional offices is enclosed at **Annexure-C**.

4. Empanelment Period

The Valuer shall be empaneled for a period of 5 years. However, a review exercise may be made periodically based on performance along with necessary information. IFCI reserves its right to de-list the name of the consultant at any stage, if found unsatisfactory or does not comply with the IFCI's requirement.

Enclosed Annexures:

- Annexure A: Eligibility Criteria and Acceptable Documentary Proof
- Annexure B: Application Format
- Annexure C: List of the Regional Offices of IFCI

Annexure-A

Eligibility Criteria & Acceptable Documentary Proof

(Equity shares, quasi-equity & similar securities)

S.No.	Eligibility Criteria		Documentary Proof
1	Who may apply	Partnership Firm/Limited Liability Partnership, Company	Self attested copy of Proof of Identity/Existence viz. Passport/ Election Card/ Aadhar Card/ Partnership Deed/ Registration Certificate, Certificate of Incorporation, Articles of Association, Memorandum of Association as applicable for respective entities
2	Qualification	Applicant should be a member of Institute of Chartered Accountants of India (ICAI); In case of partnership firm, any one of the active partners should possess such membership; In case of Company any one of the executive directors should possess such membership or A Merchant Banker registered with SEBI and which has Chartered Accountants as full time employees. Membership of Registration with (ICAI) or registration as merchant banker with SEBI, shall be 5 years old at the time of submission of application	Certificate of membership / Registration
3	No of Years of Experience	The applicant must have experience of valuation of 'Equity shares, quasi-equity and similar securities' for a period of at least 5 years.	Completion certificate from the appointing entity client - One recent assignment (preferably latest) and one assignment of at least 5 years old in the said valuation category or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment.

4	Gross Receipts	The average gross receipts of the applicant from the valuation services should be more than Rs.5 Lacs, in the preceding 3 financial years.	CA certificate for last 3 financial years i.e. 2013-14, 2014-15 and 2015-16..
5	No. of Assignments	The valuer should have completed at least 10 assignments of valuation of 'Equity shares, quasi-equity and similar securities' successfully.	Completion certificate of the assignments in the said category of valuation or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment.
6	PAN	The Applicant shall possess a PAN	Self attested copy PAN card copy of the applicant
7	Age Limit	The person whose credentials is being considered for satisfaction of Qualification criteria, the age of that person shall not be more than 70 years as on date of application.	Passport/ Election Card/ Aadhar Card / any other acceptable proof (To be furnished in respect of the same person as considered for eligibility criteria 2 above i.e. Qualification)

APPLICATION FORMAT FOR EMPANELMENT AS VALUER

(To be submitted on the Applicant's Letter Head)

**To,
The General Manager/RO Head
IFCI Ltd
(Address of the Concerned Regional Office)**

I. General Information

SNo	Particulars	Details (Enclose Supporting Documents, wherever required)
1)	Asset Class	Equity shares, quasi-equity & similar securities
2)	Name of Applicant	
3)	Constitution of Applicant	
4)	Date of Birth/ Date of Incorporation	
5)	Office Address	
6)	Telephone	
7)	Email-id	
8)	PAN TAN (if applicable) Service Tax No.	
9)	General Profile of the Applicant	
10)	Recent Photograph of the key persons© along with names whose credentials is being considered for satisfaction of Qualification criteria © key person: Name of proprietor/ partners/executive directors.	<div style="border: 1px solid black; width: 200px; height: 100px; margin: 0 auto; text-align: center; padding: 5px;"><i>* Paste photo here To be signed across</i></div>

11)	Name of key persons, Age, Qualifications: <i>(May be attached as Annexure)</i>	Name & Age	Qualification & Institution	Year of Qualification
12)	Membership of key persons/applicant with professional associations			
13)	Registration of key persons/applicant with various authorities for valuation			
14)	No. of full time professionals in the firm and the composition of the professionals – engineers, MBAs, Chartered Accountants, etc.			
15)	Presence by way of regional offices in how many states			
16)	List of Financial Institutions/Banks with which the Applicant is already empanelled	Name of Bank/Fl	Date of Empanelment Letter	Period of Empanelment

II. Eligibility Criteria

SNo	Particulars Eligibility criteria as per Annexure A	Whether meets eligibility criteria (Yes/No)	Details	Documentary Proof As per Annexure A
1)	Constitution of Applicant			
2)	Qualification			
3)	No. of Years of Experience			
4)	Gross Receipts			

5)	No. of equity valuation assignments			
6)	Permanent Account Number (PAN)			
7)	Age Limit			

(If Required, a separate sheet may be used as enclosure for providing the details for any above columns)

I/we hereby apply for empanelment as valuer in your institution and declare that:

1. I/We declare that the particulars furnished above are true to the best of my/our knowledge and belief, and any incorrect information furnished may lead to cancellation of my/our application for empanelment with IFCI.
2. I/We understand and accept that empanelment shall be at the discretion of IFCI as per its requirement and IFCI has a right to reject our application without assigning any reasons therefore.
3. I/We shall submit the reports as per standard formats prescribed by the professional institutes/bank/IFCI with correct and full information and without negligence;
4. If my/our application for empanelment in IFCI is considered favorably, I/we shall abide by all the terms & conditions stated herein as well as other terms & conditions prescribed by IFCI from time to time;
5. I/We understand that Empanelment as such does not guarantee award of valuation assignments by IFCI;
6. I/We understand that Entrustment of valuation assignment is subject to periodical review by IFCI;
7. I/We understand that IFCI reserves the right to delete/cancel the empanelment/stop awarding future assignments without prior notice or assigning any reasons whatsoever;
8. The valuation shall be conducted on the basis of accepted principles as also the criteria/terms of reference specified by IFCI from time to time;
9. The Valuation report shall reveal true & fair assessment keeping in view the market conditions and the report shall be submitted in the prescribed format, if any;
10. I/We shall maintain secrecy of the business allotted by IFCI;
11. I/We shall not enter into any financial transaction with IFCI's borrowers to the detriment of IFCI's interest;
12. Under no circumstances, I/we shall use the name or logo of IFCI in our correspondence with other banks;
13. If any wrong certification is detected, I/We hereby consent that IFCI may take steps as deemed fit;
14. I/We undertake to keep IFCI informed of any events or happenings which would make me ineligible for empanelment as a valuer;
15. I/We have not concealed or suppressed any material information, facts and record and I have made a complete and full disclosure;
16. I/We shall strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988";
17. I/We am/are a citizen/incorporated/registered in India;
18. I/We have not been convicted of any offence and sentenced to a term of imprisonment;
19. I/We have not been found guilty of misconduct in professional capacity;
20. I/We am/are not an undischarged insolvent; and
21. I/We have not been convicted of an offence connected with any proceeding under the Income Tax Act 1961, Wealth Tax Act 1957 or Gift Tax Act 1958.

DATE:

PLACE:

SIGNATURE OF THE APPLICANT

(To be signed by the individual/ authorized signatory of the firm/LLP/company)

Regional Offices of IFCI

Ahmedabad: 501 IFCI Bhawan Near Lal Bungalow C G Road, Navrangpura -380006 Tel: +91-79-26405984, 26445376	Bengaluru IFCI Bhawan (4 th Floor) No.2, Cubbonpet Main Road N.R. Square (Hudson Circle)-560002 Tel: +91-8—22210882, 22211623
Chennai Continental Chambers (2 nd Floor), 142 M G Road, Nungambakkam- 600034 Tel: +91-44-28334110-11	Chandigarh IFCI Bhawan 1-C, Sector 27-A, Madhya Marg-160019 Tel: +91-172-2650878
Hyderabad Taramandal Complex (8 th Floor), 5-9-13, Saifabad- 500004 Tel: +91-40-66623642-44	Delhi 12th floor IFCI Tower, 61 Nehru Place New Delhi – 110019 Tel: +91-11-41732000, 41792800
Kolkata Chatterjee International Center (3 rd Floor) 33-A, Jawaharlal Nehru Road- 700071 Tel: +91-33-22653344	Jaipur Anand Bhawan (1 st Floor) Sansar Chandra Road- 302001 Tel: +91-141-2363448
Pune 307 (3 rd Floor) Amar Neptune Near Big Bazaar, Baner – 411045 Tel: +91-20-27291731	Mumbai Earnest House 9th Floor NCPA Marg, Nariman Point-400021 Tel: +91-22-61293400
