

**Empanelment of** **Chartered Valuers**

for Kerala State Industrial Development Corporation Ltd. (KSIDC)

**Request for Expression of Interest (EoI)**

**20th November 2024**



**KERALA STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.**

**(A Government of Kerala Undertaking)**

**T.C. XI/266, Keston Road, Kowdiar, Thiruvananthapuram – 03**

**Ph: 0471-2318922 (EPABX)| Fax: 0471-2315893| Email: enquiry@ksidcmail.org**

**DISCLAIMER**

1. This Request for Expression of Interest (EoI) is not an agreement and is neither an offer nor invitation by Client (KSIDC) to the prospective applicant or any other person. The purpose of this EOI document is to provide interested applicants with information that may be useful in the formulation of proposal pursuant to this EOI document. The information is not intended to be exhaustive. Applicants are required to make their own inquiries and satisfy themselves regarding the completeness and reliability of the information and not to rely solely on the information in this document.
2. Neither KSIDC nor their employees, advisors or agencies make any representation or warranty as to the accuracy, adequacy, correctness, completeness or reliability of the EOI document and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI document. Each prospective applicant should conduct its own investigations and analysis and check the accuracy, adequacy, correctness, completeness or reliability of the information in this EoI document and obtain independent advice from appropriate source before submission of the proposal against this EoI document.
3. KSIDC may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EoI document.
4. Neither KSIDC nor their employees, advisors or agencies will have any liability to any prospective applicant or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this EoI document.
5. KSIDC reserves the right to reject any or all of the proposals submitted in response to this EoI document at any stage without assigning any reason whatsoever. KSIDC also reserves the right to hold, withdraw or cancel the process at any stage under intimation to the applicants who submit the proposal against this EoI document.
6. KSIDC reserves the right to modify or amend or add to any or all of the provisions of this EoI document or cancel the present invitation and call for fresh invitations.
7. Neither KSIDC nor their employees, advisors or agencies will have any liability in case of non-receipt of any correspondence from them to the applicants due to postal delays or unexpected issues in the online system.
8. The applicable laws for the purpose are the laws of INDIA. Courts of Thiruvananthapuram alone will have the jurisdiction over matters concerning or arising out of this EoI document.
9. The applicants are expected to know the relevant rules and regulations of the respective local authorities concerning all activities related to successful completion of the works mentioned in this EoI document.
10. Definitions
11. Application/Bid shall mean the response to this EoI document with all requisite documents as specified.
12. Client shall mean Kerala State Industrial Development Corporation Ltd.(KSIDC), its authorized agencies and assignees.
13. Applicant(s)/Applicant(s)/Firm(s) shall mean all Companies/Firms/Individuals that work as Chartered Valuers elsewhere and respond to this EoI document.
14. KSIDC shall mean Kerala State Industrial Development Corporation Ltd., a Government of Kerala (GoK) undertaking, represented by its Managing Director which expression unless it be repugnant to the context or meaning thereof, deemed to mean and include its successors and assignees.
15. Chartered Valuer shall have the same meaning as successful applicant and with whom the contract agreement would be signed.
16. LoA (Letter of Award) shall mean the letter issued by KSIDC to the successful applicants inviting them to be empanelled as the ‘Chartered Valuer’ of KSIDC.
17. Contract Agreement shall mean the agreement, if any, to be signed between the successful applicants and KSIDC for the execution of the project.
18. Bid Evaluation Committee (BEC) shall mean a team of Technical/Financial/Legal or any other experts constituted by KSIDC for evaluation of relevant documents /presentations submitted by the applicants in response to the EoI document.
19. This EoI document is not transferable. EoI documents shall be available only on the Internet and shall not be available for sales elsewhere.
20. KSIDC reserves the right to amend or cancel the EoI document in part or in full without prior notice at any point of time.
21. If KSIDC deems it appropriate to revise any part of this EoI Document or to issue additional data to clarify an interpretation of provisions of this EoI Document, it may issue supplements to this EoI document. Any such supplement shall be deemed to be incorporated by this reference to this EoI document.

**SUMMARY OF THE EOI DOCUMENT**

| **Specifications** | **Remarks** |
| --- | --- |
| Name of work | Empanelment of a ‘Chartered Valuers’ for KSIDC through a transparent & competitive selection process in accordance with this “EoI document” for carrying out the valuation of various asset classes viz., Land & Building; Plant & Machinery and Securities & Financial Assets as specified by the Insolvency and Bankruptcy Board of India |
| Period of Empanelment  | 3 years extendable upto 5 years |
| Time and Date of issue of the EoI document  | 11:00 a.m. on 25th November 2024 |
| Date of pre bid meeting | 30th November 2024 |
| Last Date and Time for receiving the proposals | 11:00 a.m. on 16th December 2024 |
| Time, date and place of opening the proposals | Time: 11:30 a.m.Date: 16th December 2024Place: KSIDC Head Office, Keston Road, Kowdiar, Thiruvananthapuram. |
| Time, date and place of presentation for the shortlisted Applicants | Time : to be informed laterDate: to be informed laterPlace: KSIDC Head Office, Keston Road, Kowdiar, Thiruvananthapuram. |
| Date of Issuance of Letter of Award | 30th December 2024 (tentative) |
| Period of bid validity | 60 days |
| Officer inviting bid documents | The Managing DirectorKerala State Industrial Development Corporation Ltd. (KSIDC)Keston Road, KowdiarThiruvananthapuram – 695 003 |
| Officer accepting bid documents | The Manager (Project Finance)Kerala State Industrial Development Corporation Ltd. (KSIDC)Keston Road, KowdiarThiruvananthapuram – 695 003 |
| Proposal documents required | Letter of Transmittal and Technical Bids |

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# **Introduction**

* 1. Kerala State Industrial Development Corporation (KSIDC), premier agency of the Government of Kerala, mandated for industrial and investment promotion in Kerala. KSIDC’s primary objective was to promote, facilitate and finance large and medium scale industries and catalyze the development of physical and social infrastructure required for industrial growth in the state.
	2. Over the years KSIDC has metamorphosed into the one stop-shop for any investment in Kerala and the single point contact for investors setting up shop in the state.
	3. KSIDC offers a comprehensive set of services encompassing support in developing business ideas and viable projects, assistance in conducting feasibility studies, providing various financial products tailor made for different types of investments, handholding and facilitation from project conceptualization to commissioning, providing developed Infrastructure facilities and guidance for implementation.
	4. KSIDC offers financial assistance and support to medium and large scale industries in the State including service sectors like tourism, star category hotels, resorts, hospitals, infrastructure projects etc. The financial assistance is available for projects which are financially and technically viable with satisfactory financial indices like Internal Rate of Return (IRR), Debt Service Coverage Ratio (DSCR), pay back period etc.
	5. KSIDC’s funding guidelines stipulates various conditions and parameters that determine a firm’s eligibility for availing financial assistance. These guidelines also set forth mandatory requirements, whether primary or collateral security, as cover for loan exposure. A major portion of these securities are in the form of movable or immovable properties. The securities may be broadly classified as Land & Buildings, Plant & Machinery, furniture and fixtures, securities and financial assets etc.
	6. In case a loan becomes impaired, a realistic valuation of the securities is necessary to arrive at the correct security coverage ratio to safeguard KSIDC’s interest.
	7. The value of the above properties depends on lot of factors, combination of which will determine its fair valuation, therefore, it’s imperative to appoint a Chartered Valuer with necessary expertise in field of valuation for arriving at proper valuation of the security.
	8. In this context, KSIDC, a Government of Kerala undertaking, invites Request for Expression of Interest (EoI) from the among the various ‘Chartered Valuers’ having a valid Insolvency and Bankruptcy Board of India (IBBI) registration, towards being empanelled as the ‘Chartered Valuer’ of KSIDC

# **Objective and Scope of Valuation Assignments**

* 1. KSIDC’s funding guidelines stipulates various conditions and parameters that determine a firm’s eligibility for availing financial assistance from KSIDC. These guidelines also set forth mandatory security requirements, whether primary or collateral security, as cover for KSIDC’s loan exposure.
	2. A major portion of these securities are in the form of movable or immovable properties. The securities may be broadly classified as below, but not limited to the same thereon:
		1. Land and Buildings
		2. Plant and machinery
		3. Furniture and Fixtures
		4. Securities and Financial Assets
	3. In case a loan becomes impaired, a realistic valuation of the securities is necessary to arrive at the correct security coverage ratio to safeguard KSIDC’s interest. The value of the above properties depends on lot of factors, combination of which will determine its fair valuation.
	4. Therefore, it’s imperative to carry out proper valuation for arriving at the exact value of the security. The sole responsibility of the empanelled Chartered Valuers shall be to adhere to this responsibility

# **Invitation for EoI**

* 1. KSIDC intends to empanel a list of Chartered Valuers through a transparent and competitive bidding process for carrying out the valuation of various asset classes viz., Land & Building; Plant & Machinery and Securities & Financial Assets as specified by the Insolvency and Bankruptcy Board of India
	2. The empaneled Chartered Valuers shall work in compliance with KSIDC’s norms and standards for ensuring the successful completion of the various financing activities of KSIDC for the said period of three years.
	3. The empaneled Chartered Valuers will be entrusted with the task of ascertaining the value of the property for sanctioning of loan based on securities, collateral, undertake periodic revaluation of property to determine price increase or decrease during the loan tenure, realize the value of non-performing assets for the purpose of resumption of properties in case of default etc.
	4. The cost of preparation of bids and related expenses has to be borne by the Applicant. The Applicants also will not be eligible for reimbursement of any travel expenses for attending meetings for making presentation or any other purposes.
	5. The Applicants shall be deemed to have conducted a due diligence exercise and satisfy themselves with respect to all aspects of the EoI document, when they submit the proposal. Failure to conduct proper investigation shall not be a valid ground for the Applicants to subsequently alter the terms of this EoI document nor shall it relieve the Applicants from any responsibility for successfully completing the assignment.
	6. However, KSIDC reserves the right to engage any of its approved valuers for a valuation work with no contention from any other body whatsoever. However, review exercise may be made periodically to assess the performance of empanelled valuers. Further, KSIDC also reserves the right to de-empanel the name of the Chartered Empaneled valuer at any stage, if found unsatisfactory or inappropriate or not safe guarding the interests of KSIDC.
	7. Correspondence in response to this EoI document as well as related queries must be addressed to The Manager (Project Finance), KSIDC, Keston Road, Kowdiar, Thiruvananthapuram-695003, Kerala, Tel: 0471-2318922 (EPABX), Fax: 0471-2315893 and Email: jacksonjose@ksidcmail.org.

# **Selection of empaneled Chartered Valuers**

* 1. The Empanelment of ‘Chartered Valuers’ will be to ascertain the value of the property for sanctioning of loan based on collateral value, undertake periodic revaluation of property to determine price increase or decrease during the loan tenure, realize the value of nonperforming assets and for the purpose of resumption of properties in case of default.
	2. It is necessary that the Chartered Valuer (Individuals / Registered Entities) possesses proper qualifications & work experience, which make him/her competent to carry out the task of valuation of moveable / immoveable property.
	3. The pre-qualification criteria for the selection and empanelment of ‘Chartered Valuers’ are detailed as below-
		1. Shall be registered with Insolvency and Bankruptcy Board of India under the Companies (Registered Valuer and Valuation) Rules 2017.
		2. Shall necessarily be a member of any one of the associations viz., Institution of Valuers (IOV), Institution of Surveyors (Valuation Branch) (IOS), Institution of Government Approved Valuers (IGAV), Practicing Valuers Association of India (PVAI), Centre for Valuation Studies, Research and Training (CVSRT) and Royal Institute of Chartered Surveyors, India Chapter (RICS)
		3. The minimum age for valuer shall be 35 years
		4. Shall have experience of conducting valuation for not less than 5 years.
		5. The applicant is required to submit reference letters and necessary evidence in support of being empaneled with at least 1 Nationalized Banks / NBFCs
		6. Valuer should have assessed at least three projects, each amounting to Rs. 500 lakhs in the preceding five years
		7. The average annual gross receipts of the applicant from the valuation of land & building, plant & machinery etc. services should be more than Rs.5 lakhs (from 3 years out of 5 preceding financial years)
	4. Otherconditions
		1. The applicant/ chartered valuer should be an Indian citizen
		2. The applicant can be an individual or firm or company
		3. The applicant should have a registered office in Kerala and have conducted relevant valuations in the State of Kerala
		4. The applicant has not been removed / dismissed from service (previous employment) earlier
		5. The applicant has not been convicted of any offence and sentenced to a term of imprisonment
		6. The applicant has not been found guilty of misconduct in professional capacity
		7. The applicant is not an undischarged insolvent
		8. The applicant has 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
		9. The applicant possesses a PAN number / GST number, as applicable.
		10. The applicant should be conversant with the regional language of Kerala
		11. The applicant shall not be blacklisted or debarred or suspended by Government or any PSU/ CPSU or any semi government agencies / Banks / Financial Institutions for whatever reason, to continue in the valuation engagement/ empanelment.

At the time of empanelment, Valuer shall give an undertaking to this effect.

# **Engagement of valuation**

* 1. **Duration of empanelment**
		1. The duration of empanelment shall be for a period of three years, extendable up to 5 years. However, the quality of service provided and the performance of the Valuers shall be reviewed annually.
		2. An annual performance review shall be carried out in this regard and in case the performance is unsatisfactory, the Valuer can be delisted at KSIDC’s discretion.
	2. **Allocation of Assignments and Professional fee payment for** **valuation engagement**
		1. The works being assigned by KSIDC from time to time shall be either through an itemized proposal basis or the works shall be assigned to the entities based on
		the needs / availability / requirement/ limited tender basis. KSIDC reserves the right to modify this at any point of time.
		2. The professional fees to be paid to the empaneled Chartered Valuer by KSIDC shall be finalized as above.
		3. The fees shall be quoted by taking into account the Indian Bank’s Association (IBA) guidelines on the amount of fees to be paid to the empaneled Chartered Valuer.
		4. The Valuation fee will be collected from the concerned parties with regard to whom the valuation has been done and will be paid by KSIDC to the valuer.
	3. **Conflict resolution and Removal**
		1. In cases where the empanelled Chartered Valuer has been found to be indulging in unfair practices, guilty of professional misconduct or violating the code of ethics and professional practice, the following procedure shall be followed:
		2. The empanelled Chartered Valuer shall be given an opportunity to show as to why action should not be initiated against him or her.
		3. The matter shall be deliberated by KSIDC and if reply submitted is not satisfactory and the charges against the empanelled Chartered Valuer are proved, the Valuer shall be removed from the panel. KSIDC may also consider imposition of suitable fines depending on the severity of the case against the empaneled Chartered Valuer. Names of Valuers removed shall be reported to the Indian Banks’ Association which in turn shall place the names on its caution list. In addition to this information may be shared with respective association of the Valuer.
	4. **Independence and Objectivity**
		1. All empaneled Chartered Valuers shall act with independence, integrity and objectivity.
		2. They shall undertake all valuation works with an independent mind and shall not come under any influence of anybody.
		3. The empaneled Valuers shall not be related, directly or indirectly, to any of the personnel of KSIDC or the loanee and / or the party being evaluated.
	5. **Standard of Performance**
		1. Chartered Valuer shall carry out the tasks/services assigned and carry out its obligations under the Scope with due diligence in accordance with generally accepted norms and practices used in the industry.
		2. Chartered Valuer shall always act in respect of any matter relating to the engagement as faithful advisor to KSIDC and shall at all time, support and safeguard KSIDC’s legitimate interests in any dealing with third party.
		3. In case the services of Chartered Valuer are found to be not satisfactory during any stages of the assignment, KSIDC shall terminate the services of the Chartered Valuer.
	6. **Confidentiality**
		1. Applicant should maintain confidentiality and secrecy with regard to the services for which it is engaged.
	7. **Disputes**
		1. All disputes arising out of or relating to any engagement or the empanelment shall be governed by the India Law/s and the Courts of Law in Thiruvananthapuram shall have the exclusive jurisdiction. Such disputes shall not be referred for Arbitration under the Arbitration & Conciliation Act, 1996.

# **Submission of applications**

* 1. Individuals/ registered entities, who intend to participate in the empanelment process, may submit their application in the prescribed format attached herewith as Annexure II.
	2. The acceptable documentary proof for the eligibility criteria is provided as Annexure III.
	3. The proposals along with evidences have to be submitted in hard copy in the format (Letter of Transmittal) specified in Annexure IV in a sealed cover superscribed as “Technical Proposal for Empanelment of ‘Chartered Valuers’ for KSIDC”) to ‘The Managing Director, Kerala State Industrial Development Corporation Ltd. (KSIDC), Keston Road, Kowdiar, Thiruvananthapuram – 03’ on or before 11.00 a.m. on 16th December 2024.
	4. Applications received after the above cut-off date and time will be summarily rejected. KSIDC will not be responsible for any dispatch / delivery related delays.
	5. One applicant shall submit only a single application and shall not be constituent to any other application.
	6. The application shall be unconditional; otherwise it would be liable for rejection.
	7. All the information/details are to be supported by authentic documents duly certified by the Applicant (Acceptable documentary proof/ Enclosure checklist placed as Annexure III).
	8. If any information provided by any applicant is found and/or proved to be incorrect or misleading, such applications shall be rejected / disqualified.
	9. KSIDC reserves the right to reject the applications, without assigning any reason whatsoever.

# **Selection procedure**

* 1. The applicants who are pre-qualified based on the pre-qualification criteria specified in 4.3 shall only be eligible for further technical evaluation.
	2. The EOIs of pre-qualified applicants will be evaluated based on the following technical parameters.

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Evaluation Criteria** | **Maximum Marks** |
| 1.  | Number of years of experience | 10 |
| 2.  | No. of projects amounting to Rs. 500 lakhs assessed in the preceding five years in land or civil works or plant & machinery.  | 20 |
| 3.  | The average annual gross receipts of the applicant from the valuation of land & building, plant & machinery etc. (out of 3 years from preceding 5 years) | 10 |
| 4 | Number of Nationalized Banks / NBFCs in which the valuer/ valuer entity is empanelled | 10 |
| 5 | Number of qualified person (member of any one of the associations viz., Institution of Valuers (IOV), Institution of Surveyors (Valuation Branch) (IOS), Institution of Government Approved Valuers (IGAV), Practicing Valuers Association of India (PVAI), Centre for Valuation Studies, Research and Training (CVSRT) and Royal Institute of Chartered Surveyors, India Chapter (RICS)) | 10 |
| 6 | No. of assignments containing valuation of plant & machinery completed successfully for NBFCs/ State level Financial Institutions /Public Sector Banks/Private entities, in the preceding three financial years. | 20 |
| 7 | Highest single valuation of land & building, plant & machinery etc. successfully completed for NBFCs/ State level Financial Institutions /Public Sector Banks/Private entities, in the preceding three financial years | 20 |
|   | Total Marks  | 100 |

* 1. The maximum “Score” that can be awarded to any Chartered Valuer is 100 marks
	2. The pre-qualified applicants will be invited for a presentation before the Evaluation Committee. The Evaluation Committee shall award marks based on the above scoring criteria and highly ranked applicants will be empaneled.
	3. In case of refusal by successful Chartered Valuer or inability to accept the offer or the successful Chartered Valuer not responding within specified time, the Applicants next in rank will be empaneled.
	4. The Evaluation Committee’s decision in all matters pertaining to the evaluation process and empanelment would be final.

# **Other Terms and Conditions**

* 1. KSIDC’s decision in the selection process is final and KSIDC will neither entertain any correspondence in this regard nor will be bound to furnish any explanation.
	2. KSIDC reserves the right to accept/select any or reject any of the offers or all the offers without assigning any reason thereof.
	3. All the documents and correspondences will form part of the engagement.
	4. The applications to be submitted by the applicants shall contain all the details and documents as mentioned in the EoI document and the offer is liable to be rejected if submitted without all the information and documents.
	5. The applications submitted without following the conditions specified in the EoI document shall be summarily rejected.
	6. The valuation shall be carried out as per the directions and approvals of KSIDC.
	7. The applicant has to submit original copy of all supporting documents regarding experience (Letter of Award, Completion Certificate or other similar supporting documents).

The proposals along with evidences have to be submitted in hard copy in the format (Letter of Transmittal) specified in Annexure IV in a sealed cover superscribed as “Technical Proposal for Empanelment of ‘Chartered Valuers’ for KSIDC”) to ‘The Managing Director, Kerala State Industrial Development Corporation Ltd. (KSIDC), Keston Road, Kowdiar, Thiruvananthapuram – 03’. The deadline for submission of the proposals shall be 11:00 a.m. on 16th December 2024.

Yours faithfully,

for **KERALA STATE INDUSTRIAL**

**DEVELOPMENT COPORATION LTD.**

**MANAGING DIRECTOR**

Encl: As above

# **Annexures**

**Annexure I**

**Format for Technical Quote (To be enclosed in Letter of Transmittal – Annexure IV)**

(To be submitted in a sealed cover superscribed as “Technical Proposal for Empanelment of ‘Chartered Valuers’ for KSIDC”)

Technical Proposal should contain

* Experience in implementing similar valuations (Details, Letter of Award, Completion Certificate/or any similar documents)
* Application in the prescribed format as provided in Annexure II.
* Completed enclosure checklist/ documentary proof as specified in Annexure III

Signature of Authorized signatory:

Name:

Designation:

Consultant Name:

Date:

**Annexure II**

**APPLICATION FOR EMPANELMENT AS CHARTERED VALUER**

*(To be submitted on the Applicant’s Letter Head)*

To

The Managing Director

Kerala State Industrial Development Corporation

Keston Road, Kowdiar

Thiruvananthapuram -695003

Dear Sir,

I/We have perused the notice for the subject matter and hereby submit our application for empanelment as chartered valuer.

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Particulars** | **Details (enclose supporting documents, wherever required)** |
| 1 | Name of Applicant |  |
| 2 | Constitution of Applicant |  |
| 3 | Date of Birth / Date of Incorporation |  |
| 4 | Office Address |  |
| 5 | Telephone |  |
| 6 | E-mail id |  |
| 7 | PAN No.GST Reg. No. |  |
| 8 | General Profile of the Applicant(*May be attached as Annexure)* |  |
| 9 | No. of years of relevant experience (\* attach documentary proof) |  |
| 10 | Assessment Value (of more than Rs.500 lakhs in the preceding 5 financial years, include highest assessment in the preceding 3 financial years)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl. No | Date of assessment | Name of bank/ FI | Class of asset (land/ building/ plant & machinery) | Assessment Value (attach documentary proof) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |

 |
| 11 | Name of key persons & qualifications:(if required, the details may be provided as enclosure)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name  | Age | Qualification (\* attach documentary proof) | Institution | Year of Qualification |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

 |
| 12 | Membership details of key persons/applicant with professional associations(if required, the details may be provided as enclosure)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name  | Organization | Membership name | Membership No. \* (attach documentary proof) | Valid till |
|  |  |  |  |  |
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| 13 | Registration details of key persons/applicant with various authorities for valuation (if required, the details may be provided as enclosure)

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| --- | --- | --- | --- | --- |
| Name  | Organisation | Reg. name | Reg. No.(attach documentary proof) | Valid till |
|  |  |  |  |  |
|  |  |  |  |  |
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| 14 | Details of full time professionals in the firm and the composition of the professionals – Engineers, MBAs, Chartered Accountants etc. (If a person has multiple qualification, please select the most suitable one)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Engineers | Chartered Accountants | CSs | MBAs | Total strength |
|  |  |  |  |  |
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| 15 | Details of current empanelment with Financial Institutions/Banks (if required, the details may be provided as enclosure)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Bank/FI | Date of Empanelment Letter (attach documentary proof) | Period of Empanelment | No. of engagements in the last 5 years | Total assessed value in the last 5 years | Gross Receipts in last 5 years (attach documentary proof) |
|  |  |  |  |  |  |
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| 16 | Details of last engagements - three each in land/ building/ plant & machinery in the preceding three financial years. (if required, the details may be provided as enclosure)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Sl.No. | Client (Name of Bank/FI with address) | Class of asset (land/ building/ plant & machinery) | Date of engagement | Assessed value(attach documentary proof) | Gross receipts | Details |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |
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 |

I/we 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 KSIDC.
2. I/We understand and accept that empanelment shall be at the discretion of KSIDC as per its requirement and KSIDC 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 KSIDC with correct and full information and without negligence;
4. If my/our application for empanelment in KSIDC is considered favorably, I/We shall abide by all the terms & conditions stated here in as well as other terms & conditions prescribed by KSIDC from time to time;
5. I/We understand that Empanelment as such does not guarantee award of valuation assignments by KSIDC;
6. I/We understand that Entrustment of valuation assignment is subject to periodical review by KSIDC;
7. I/We understand that KSIDC 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 criterial/terms of reference specified by KSIDC 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 KSIDC;
11. I/We shall not enter into any financial transaction with KSIDC’s borrowers to the detriment of KSIDC’s interest;
12. Under no circumstances, I/we shall use the name or logo of KSIDC in our correspondence with other banks;
13. If any wrong certification is detected, I/We hereby consent that KSIDC may take steps as deemed fit;
14. I/We undertake to keep KSIDC 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 of Gift Tax Act 1958.
22. I/ We have not been blacklisted or debarred or suspended by Government or any PSU/ CPSU or any semi government agencies / Banks / Financial Institutions for whatever reason, to continue in the valuation engagement/ empanelment.

Date:

Place: Signature of the applicant

*(To be signed by the individual/authorized signatory of the entity)*

**Annexure III**

**Documentary Proof/ Enclosure checklist (To be checked / Tick marked)**

|  |  |  |
| --- | --- | --- |
| Sl. No | Particulars | Documentary Proof/ Enclosure checklist |
| 1 | Proof of Identity/ Existence/ Age | Self-attested copies of• Passport/ Election Card/ Aadhar Card for individuals & key persons• Partnership Deed/ Registration Certificate for regd. firms• Certificate of Incorporation for Registered valuer entities |
| 2 | Qualification of valuers, membership with Valuer institutions and registration with Government/ Local Authorities/ IBBI | Self-attested copies of1. University Degree certificate
2. Proof of practicing as a consulting engineer, surveyor or architect
3. Certificate of membership in any one of the valuer associations viz., Institution of Valuers (IOV), Institution of Surveyors (Valuation Branch) (IOS), Institution of Government Approved Valuers (IGAV), Practicing Valuers Association of India (PVAI), Centre for Valuation Studies, Research and Training (CVSRT) and Royal Institute of Chartered Surveyors, India Chapter (RICS))
4. Certificate of registration in IBBI
5. License, if any
 |
| 3 | PAN/ GST | Self-attested copy of the document |
| 4 | Empanelment in Nationalized Banks / NBFCs | Self-attested copies of1. Letter of empanelment
2. **Latest** completion certificates from **each** appointing client or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment.
 |
| 5 | No of years of Experience  | Self-attested copies ofOne of the **oldest** completion certificates from the appointing client or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment. |
| 6 | Average Gross Receipts more than Rs.5 lakhs (from 3 years out of 5 preceding financial years) | **CA certificate with UDIN** showing gross receipts for last 5 financial years i.e. 2019-20, 2020-21, 2021-22, 2022-23 & 2023-24 with **yearwise breakup**.And TDS certificate and statement of income. |
| 7 | Single Assessment value of above Rs.500 lakhs in the preceding five years | Self-attested copies ofUpto 7 completion certificates of the assignments or letters from client for assignment, along with the invoices raised and proof of receipt of payment against the completed assignments having **single Assessment value of above Rs.500 lakhs in the preceding five financial years** (include highest assessment assignment in the preceding three financial year also) |
| 8 | No. of assignments containing valuation of plant & machinery in the preceding three financial years. | Self-attested copies ofUpto 3 completion certificates of the assignments or letters from client for assignment, along with the invoices raised and proof of receipt of payment against the completed assignments **containing valuation of plant & machinery in the preceding three financial years**  |

**Annexure IV**

**Letter of Transmittal**

(In the individual / firm’s letterhead)

**Ref No: Dated:**

**To**

The Managing Director,

Kerala State Industrial Development Corporation Ltd. (KSIDC),

Keston Road, Kowdiar,

Thiruvananthapuram -695003

Tel: +91-471-2318922, Fax: +91-471-2315893

Sir,

Sub: Submission of Proposal for Empanelment of ‘Chartered Valuers’ for KSIDC for carrying out the valuation of various asset classes as specified by the Insolvency and Bankruptcy Board of India

Having examined the Request for Expression of Interest (EoI) for the above empanelment, I/we hereby submit our Proposal and the relevant information.

1. I/We have read the provisions of the Request for Expression of Interest (EoI) and confirm that these are acceptable to us. All necessary clarifications, if any, have been sought for by us and duly clarified in writing, by KSIDC.
2. I/We fully understand that the submission of this Proposal does not bestow upon us any rights in any further EoIs arising out of this empanelment. Such EoIs may be governed under the terms of reference as deemed essential for that.
3. I/We also authorize KSIDC to approach individuals, employers and firms to verify our competence and general reputation.
4. This call for EoI does not constitute a solicitation. KSIDC reserve the right to change or cancel the requirement at any time during the EoI.

Signature(s) of the Consultant(s)

Seal with Place & Date