



Annexure-A

Empanelment /Appointment of Agency for Specialized Monitoring (ASM)

TECHNICAL BID

A. General Parameters:

- 1) Name of ASM: _____
- 2) Name of Account for which application is submitted: _____
- 3) Registration No. (if any by IBA/other agency: _____
- 4) Constitution: _____
- 5) GST No.: _____
- 6) Date of incorporation/establishment: _____
- 7) Address (Address of all locations/offices/branches of the ASM to be given):

- 8) Contact Number(s): _____
- 9) E-mail ID(s): _____
- 10) Website: _____
- 11) Whether blacklisted by any Financial Institute/ other organization/ any Government Department till the date of application. (The Firms, Companies and Organizations should furnish self-attested affidavit in this regard): _____
- 12) Details of Director(s)/ Partner(s)/Authorized Person(s):
- 13) Details of Key Personnel/ Employees in the firm(profiles of each to be attached):
- 14) Name of Key Personnel/Employees in the firm who would be working on the project/account under the application:

- 15) Whether the ASM or any of its Directors/Employees is/was/are hired in any form by the borrower for which the ASM is desired (like Consultant, Engineer, Auditor etc.)? (Details to be given): _____





16) Whether the ASM or any of its Directors/Employees are/is related in any manner to the borrower for which the ASM is desired? (Details to be given):

17) Whether the ASM or any of its Directors/Employees have ever dealt with the borrower for which the ASM is desired in any manner including debt syndication (Details to be given): _____

18) Firm/Director(s)/Partner(s)/Promoter(s)/Proprietor(s)/Key Employees involved/charged in tax/regulatory violation if any?(Details to be given): _____

19) Firm/Director(s)/Partner(s)/Promoter(s)/Proprietor(s)/Key Employees involved/charged in litigation if any? (Details to be given):

Technical Parameters:

S.N.	Criteria	Info.	Max Marks	Marks Scored
1	Number of ongoing/completed assignments (ASM and/or similar) ✓ 5 Accounts or more: 10 marks ✓ 2-4 Accounts: 6 marks ✓ 1 Account: 2 marks		10	
2	Turnover of the major ASM and/or Similar assignment for an account handled/being handled by the ASM if any presently/ so far (Give brief write up and a summary of the report without hurting the Non-Disclosure Agreement). (Bank reserves the right to take an opinion from the assignor concerned on the satisfaction level from the assignment) ✓ Turnover more than 2000 crore: 1 assignment: 5 marks 2 or more assignment: 10 marks		10	





	<p>✓ Turnover more than 1000 crore: 1 assignment: 3 marks 2 or more assignment: 5 marks</p> <p>✓ Turnover more than 500 crore: 1 assignment: 1 marks 2 or more assignment: 2 marks</p> <p>In case an ASM applicant has undertaken ASM and/or similar assignments under all/any of the three different slabs above, the marks obtained in each slab can be added subject to a maximum of 10 marks.</p>			
3	<p>Credit facility of the borrower in the major ASM and/or similar assignment for an account handled/being handled by the ASM if any presently/ so far (Brief write up and a summary of the report without hurting the Non- Disclosure Agreement to be given).</p> <p>(Bank reserves the right to take an opinion from the assigner concerned on the satisfaction level from the assignment)</p> <p>✓ Credit Facilities more than 500 cr: 10 Marks.</p> <p>✓ Credit Facilities more than 250 cr up to 500 cr: 5 Marks</p> <p>✓ Credit Facilities more than 100 cr up to 250 cr: 2 Marks</p>		10	
4	<p>Have worked as ASM and/or on a similar assignment satisfactorily in:</p> <p>✓ Similar Industry*; Similar (Equal/Bigger as per Turnover*) Size: 10 Marks</p> <p>✓ Similar Industry*; Smaller (as per Turnover*) Size: 8 Marks</p> <p>✓ Different Industry*; Similar (Equal/Bigger as per Turnover*) Size: 6 Marks</p> <p>✓ Different Industry*; Smaller (as per Turnover*)</p>		10	



	<p>Size: 0 Marks</p> <p>* Industry and Turnover as of the account under consideration for engagement vis-à-vis that of the completed/on hand assignment——(—as mentioned above in point S.N. 2)</p>			
5	<p>Quality of service in the past/present ASM and/or similar assignment(s) (copies of testimonials from the principals to be provided) and also the adequacy of the capability presented during the technical evaluation:</p> <p>✓ Quality of Service: 1 to 8 Marks</p> <p>✓ Capability exhibited during the presentation: 1 to 12 Marks</p>		20	
6	<p>Number of Chartered Accountant(s) in the firm as Employee(s)/ Director(s)/ Promoter(s)/Partner(s) who would be deployed on this project/assignment.</p> <p>✓ 3 or more: 5 Marks</p> <p>✓ 1-2 : 2 Marks</p> <p>✓ None: 0 Marks</p>		5	
7	<p>Number of Industry Expert(s) [Only the same industry as that of the account under consideration would be eligible]</p> <p>[Minimum 5 years post qualification experience only will count] in the firm as Employee(s)/Director(s)/Promoter(s)/Partner(s).</p> <p>(Profile of each to be submitted)</p> <p>✓ 3 or more : 7 Marks</p> <p>✓ 1- 2 : 4 Marks</p> <p>✓ None : 0 Marks</p>		7	
8	<p>Number of Industry Expert(s) [Only the same industry as that of the account under consideration would be eligible]</p>		7	



	<p>[Minimum 5 years post qualification experience only will count] in the firm as Employee(s)/Director(s)/Promoter(s)/Partner(s) who would be working on this project/assignment.</p> <p>✓ 2 or more : 7 Marks</p> <p>✓ 1 : 4 Marks</p> <p>✓ None : 0 Marks</p>			
9	<p>Number of Project Management Expert(s)* [only the professionally qualified PMP be mentioned if any]</p> <p>(Minimum 5 years post qualification experience only will count) in the firm as Employee(s)/Director(s)/Promoter(s)/Partner(s) who would be working on this project/assignment.</p> <p>✓ 2 or more : 6 Marks</p> <p>✓ 1 : 3 Marks</p> <p>✓ None : 0 Marks</p> <p>* If the borrower/entity is not having any project involved therein, the same may be changed as under:</p> <p>Number of Cost Accountant(s) [only the professionally qualified from ICAI be mentioned if any] (Minimum 5 years post qualification experience only will count) in the firm as Employee(s)/Director(s)/Promoter(s)/Partner(s) who would be working on this project/assignment.</p> <p>✓ 2 or more : 6 Marks</p> <p>✓ 1 : 3 Marks</p> <p>✓ None : 0 Marks</p>		6	
10	<p>Number of IT Professional(s)* [Having minimum 3 years post qualification experience in IT Security/ Surveillance/ Data Analytics/ any other related field (profile to be specified) in the firm as</p>		5	



	<p>Employee(s)/Director(s)/Promoter(s)/Partner(s) [profile of each to be submitted]</p> <p>✓ 5 or more : 5 Marks</p> <p>✓ 3 – 4 : 4 Marks</p> <p>✓ Less than 3 : 3 Marks</p> <p>* In case the borrower/entity is facing any legal issue/regulatory issue/taxation related issues, then the IT professional(s) can be changed to Company Secretary/Legal Professional as per the scope of work.</p>			
11	<p>Whether the ASM applicant has an office/setup in the city of office/unit/factory/etc. of the borrowal account to be offered to ASM.</p> <p>✓ Yes : 10 Marks</p> <p>✓ No : 0 Marks</p>		10	
TOTAL			100	

(Details/supporting documents in respect of each claim to be submitted):

* Minimum cut off for opening of price bid is 75% marks. Application having below 75% marks would be rejected.





Declaration

I/ We hereby confirm and declare that the information given herein above is true and correct to the best of my knowledge and belief. I/We hereby express my/our interest to act as ASM, if empanelled/ entrusted by the Bank in the borrowal account _____

(Signature of Authorized signatory*/Partner(s)/Proprietor/Promoter)

(* Duly supported by authority letter from all/others including a board resolution if applicable)

Date:

Place:





Annexure-B

Financial Bid

(Please submit details/supporting documents in respect of each claim)

Name of the Firm:
Financial Bid for the Account:
Period/Tenure for Engagement:

With reference to above, we wish to submit our request/application for appointment/empanelment as ASM in the account stated above and quote the following remuneration/compensation structure:

SL.N O.	Item	Amount
1	Professional fees* (for the tenure as mentioned above)	
2	Professional fees* (on per month basis in case of an extension)	

* Lump sum fee to be mentioned and not as a percentage of the value of account.

(a) GST on all expenses/fee is to be paid by the bank and the fee quoted in SL. No. 1 and /or SL. No. 2 would be exclusive of GST (The professional fees would be considered exclusive of GST while evaluating the bids).

(b) All other charges whether reasonable are to be paid on actual basis.

© Before the incurring any major expenses, permission from Branch Head of the concerned branch is to be obtained.

I/We understand that the final selection of ASM shall be based on the Weighted Average Combined Final Scores obtained in Technical Bid and Financial Bid. The weights to be assigned are 70% for Technical Bid and 30% of Financial Bid. The weighted average would then be calculated from the marks obtained in technical and financial bids as per the formula mentioned in the communication seeking submission of Bids.

(Signature of Authorized Signatory/Partner(s)/Proprietor/Promoter)

Date:

Place:

