

**ADVERTISEMENT EMPANELMENT OF RECOVERY AGENTS/ENFORCEMENT AGENTS/CREDIT  
CARD RECOVERY AGENTS**

Date:-13.05.2022  
UNION BANK OF INDIA  
201-202, STELLER ENCLAVE  
DP ROAD, AUNDH  
PUNE -411007

Union Bank of India invites expression of interest from the eligible entities for purpose of empanelment as Recovery Agents/ Enforcement Agents/ Asset Investigation Agents on Bank's Panel. For the format of Application and other details, interested parties may contact Chief/ Senior Manager, CRD, Regional Office Pune West, [Tel:- 020-25896772/3](tel:020-25896772)

For eligibility criteria and specimen application, please visit our website [www.unionbankofindia.com](http://www.unionbankofindia.com). These can be downloaded from website.

1.Empanelment shall be at the sole and absolute discretion of the Bank and mere application for empanelment would not confer any right for empanelment and no correspondence in writing will be entertained as to the fate of empanelment.

2.Bank reserves the right to restrict the list of entities for empanelment to top 10 of entities found eligible.

3.Eligibility criteria stated in the annexure are not absolute and limiting the bank's discretion and Bank is entitled to take into consideration other qualitative and reputational factors for empanelment.

4.For empanelment of Asset Investigation agents the following entities satisfying qualitative, quantitative, operational and reputational parameters will be considered:

4.1 Individuals actively assisting law enforcement agencies, whose services in the opinion of Regional Head can be utilized for Asset Investigation work.

4.2 Application form duly filled in giving complete details along with required documents should be forwarded/ delivered to above address on or before 02.06.2022.

**Eligibility:-**

1. It should have been offering asset recovery services at least for the past Three Years or **its personnel should have the relevant experience preferably in Banks** and should have minimum 20 personnel including directors/ partners and employees on its roll on the date of submission of expression of interest.
2. At least one third of the partners/directors/employees, of the agency/firm/company should be chartered accountants or advocates or should have worked in Judicial, police, Tax and Revenue recovery departments of the Government or Banks for at Least 10 years.

### APPLICATION FORMAT

1. Name	
2. Constitution	
3. Name of the Directors/Partners	
4. Total Number of employees	
5. Name of key personnel/employees and their qualification: (a) Of them Chartered Accountants: (b) Of them Advocates: (c) Of them Worked Judicial Departments (d) Of them worked in Police Departments (e) Of them Worked in Banks (f) Of them subject specialists with 5 or more years of experience	
6. Date of establishment and Number of years in the business	
7. Yearly gross earning since inception as Recovery and Asset Resolution service provider(Enclose Balance Sheets/ Statement of Affairs/IT returns	
8. Number of Branches/Associate offices in India and their Location/Address	
9. Details of cases of value more than Rs.25.00 lacs handled from the date of inception	
10. Names of the institutions to which services are offered (Enclose their assignment/empanelment letters)	
11. Major achievements	
12. Any other information	

### II. The following documents/information should be enclosed:-

1. Brief Profile of the Firm/Company
2. Bio-data of the Proprietor/Partners/Directors
3. Copy of the Partnership deed/Memorandum and articles
4. Infrastructure available
5. Details of services offered
6. List of addresses of the offices/Branches
7. Experience in the line of activity with supportive documents
8. Latest financial statements (for 3 to 5 years)
9. References of two respectable persons