

(भारत सरकार का उपक्रम A Govt. Of India Undertaking)  
क्षेत्रीय कार्यालय गांधीनगर Regional Office Gandhinagar  
2<sup>nd</sup> Floor, Nr. Navrangpura Head Post Office,  
Navrangpura, Ahmedabad- 380009

**ADVERTISEMENT FOR EMPANELMENT AS RECOVERY AGENT / ENFORCEMENT  
AGENT/INVESTIGATING AGENT/BID SUCCESSION AGENT/SEIZURE AGENT**

Date:19.07.2022

UNION BANK OF INDIA,  
Regional Office Gandhinagar,  
2<sup>nd</sup> Floor, Nr. Navrangpura Head Post Office,  
Navrangpura, Ahmedabad- 380009

Union Bank of India invites expression of interest from the eligible entities for purpose of empanelment as Recovery Agents/Enforcement Agents/Asset Investigation Agents/ Bid Success Agents on Bank's Panel. For the format of application and other details, interested parties may contact Chief/Senior Manager, CRD, Regional Office Gandhinagar, Tel: 079-26443063 Email.crlld.rogandhinagar@unionbankofindia.bank

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 Detective agencies accredited by Law enforcement agencies providing detective services.
  - 4.2 Revenue or tax or Police officials of government departments, who have left the service and are offering Asset Investigation Services.

*[Handwritten signature]*



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

4.4 Application form duly filled in giving complete details along with required documents should be forwarded/delivered to above address on or before 20.08.2022



### CATEGORY - C Agents

#### Process, Eligibility and Evaluation Criteria for empanelment

##### 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 5 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.
3. It should have offices with enough infrastructures at least in 1 major business centre coming under Regional Office for which empanelment is proposed.

##### Evaluation Criteria:

Evaluation of interested entities for the purpose of empanelment shall be as follows:

Sr. No:	PARAMETERS	POINTS
1.	<b><u>Number of years in the business:</u></b>  a) More than 3 years  b) more than 2 years  c) more than 1 years and less than 2 years  d) Less than 1 year	  15  8  5  0
2.	<b><u>Partners/Directors/Employees:</u></b> a) Chartered Accountants/Advocates/Subject specialists as per eligibility more than half  b) Chartered Accountants/Advocates/subject specialists as per eligibility one third and above (for every Chartered Accountants / Advocates / subject specialist exceeding one third additional one mark should be given subject maximum of 15 marks)  c) Chartered Accountants/Advocates less than one third	 15  8    0
3.	<b><u>Geographical Spread:</u></b> a) In more than 3 major business centres RO  b) In more than 1 major business centre RO	 10  8



c) In 1 major business centre of RO	5
d) Less than 1 major centre of RO	0

2. An entity should score the following minimum marks under each parameter so as to be eligible for empanelment.

Parameter	Minimum marks
Parameter - 1	8
Parameter - 2	5
Parameter - 3	8
Total-	21

#### OVER RIDING CONSIDERATION

NOT WITHSTANDING THE ABOVE, ANY AGENCY OR PERSON OR NBFC, ARC OR SUCH OTHER ENTITY OFFERING ASSET RECOVERY AND RESOLUTION SERVICES AND ON THE PANEL OF OTHER BANKS INCLUDING PRIVATE BANKS CAN BE STRAIGHT AWAY EMPANELLED AS RECOVERY/ENFORCEMENT/ASSET INVESTIGATION AGENT UNDER THE RESPECTIVE CATEGORY.





**APPLICATION FORMAT FOR EMPANELMENT AS RECOVERY AGENT /  
ENFORCEMENT AGENT/INVESTIGATING AGENT/BID SUCCESSION AGENT/SEIZURE  
AGENT**

I. The following basic details should be provided:

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. Biodata 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. Reference of two respectable persons

