



THIRUVANANTAPURAM CIRCLE

EMPANELMENT OF RESOLUTION AGENTS

NIT NO	THI/LHO/RA/2021-22/01
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OFFICE CONCERNED	NPA MANAGEMENT DEPARTMENT, LHO, THIRUVANANTHAPURAM
LOCATION OF OFFICE	POOJAPPURA, THIRUVANANTHAPURAM 695 012
For any clarification, please contact	Shri Sanal Kumar S, Chief Manager (NPA Management) Mobile No.9446572434
Filled Application form along with documents to receive address	The Asst. General Manager (NPAM) State Bank of India Local Head Office Poojapupura Thiruvananthapuram – 695 012 E-mail: agmnpa.lhotri@sbi.co.in

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**TERMS AND CONDITIONS FOR EMPANELMENT AS BANK'S RESOLUTION AGENT IN
STATE BANK OF INDIA, LOCAL HEAD OFFICE, THIRUVANATHAPURAM**

Eligibility	<ul style="list-style-type: none"> • NBFC with good track record. • Government approved auctioneers. • Reputed Management Consultants (Indian and Foreign) • Accounting Firms (Indian and Foreign) • Firms with international experience in impaired Asset Management/Business Recovery Services. • Merchant Banks (Indian and Foreign) • Companies or firms set up by reputed Corporate/NBFCs for the purpose. • Agencies (Individual/Proprietorship/Partnership) with good track record and experience in recovery.
Coverage	<p>RAs can be given assignments in respect of Recalled Assets and Written Off accounts. RAs can take up assignment under SARFAESI Act for advances of Rs.1.00 lac & above. However, outside SARFAESI Act any Recalled Asset Account (RAA) / AUCA may also be assigned to a Resolution Agent. The services of RAs will also be considered for seizure and sale of vehicles of defaulting borrowers.</p>
Deliverables by Resolution Agent (RA)	<ol style="list-style-type: none"> 1) Recovery/Compromise/Settlement of the Bank's dues with the borrower <ol style="list-style-type: none"> a) Follow up with Borrower(s)/Guarantor(s) for recovery of Bank's dues. b) Collecting details of the personal properties of the Borrower(s)/Guarantor(s) and exploring the feasibility of bringing them to compromise. c) Arranging for marketing Bank's scheme for compromise/one time settlement with the Borrower(s)/Guarantor(s). d) Such other means as the RA may be decided in consultation with the Bank, in writing, for unlocking funds in NPAs. 2) Security Enforcement Services in compliance with the SARFAESI Act <ol style="list-style-type: none"> a) Assist in taking possession of moveable and immoveable properties, as an agent of the Authorised Officer, in full compliance with the procedure laid down under the Rules of the SARFAESI Act. b) Follow up with the Borrower(s)/Guarantor(s) for recovery of Bank's dues. c) Assist the Authorised Officer in preparing the panchanama, inventory of the property etc. as per the procedure and forms prescribed.

	<p>d) Arrange on behalf of the Authorised Officer, for storage, maintenance, preservation and locking up arrangement, as appropriate, of the movable/fixed/immovable assets so taken over.</p> <p>e) Arrange on behalf of the Authorised Officer, for security, insurance and / or any other action required to ensure safety of all the assets taken over</p> <p>f) Assist the Authorised Officer in sending notices to debtors of the borrower - follow up collection.</p> <p>g) Assist the Authorised Officer in arranging for the valuation as per procedure laid down.</p> <p>h) Assist the authorised officer in arranging for sale of the assets as per any of the modes prescribed.</p> <p>i) Assist the authorised officer in receipt of sale proceeds, issue of sale certificate and all other necessary formalities prescribed under SARFAESI Act.</p> <p>3) Outright sale of the assets and / or business of the borrower</p>		
Misc. Instructions	<p>a) Those who are already in the Bank's panel of RAs need to apply afresh.</p> <p>b) Preference will be given to those applicants who are already experienced as Resolution/Recovery Agents with Banks/Financial Institutions/LIC/GIC etc.</p> <p>c) Fee for the services will be fixed by the bank from time to time.</p> <p>d) If selected for empanelment, the applicant/firm should execute an agreement in the format given by the Bank.</p> <p>e) The panel for RAs will be subjected to review at yearly intervals.</p> <p>f) The bank reserves the right to accept or reject any or all applications without assigning any reasons whatsoever.</p> <p>g) Initial period of assignment will be <u>one year from 01.04.2022 to 31.03.2023</u>. However, the Bank will have the discretion to withdraw the case at any point of time in case of unsatisfactory progress or any adverse report.</p>		
Commission / Remuneration	1.	For Recoveries upto Rs.1.00 lakh	20 % of amount recovered
	2.	For Recoveries above Rs.1.00 lakh and upto Rs.25.00 lakh	Rs.20,000/- plus 10% of the amount recovered in excess of Rs.1.00 lakh
	3.	For Recoveries above Rs.25.00 lakh and upto Rs.1.00 Cr	Rs.2.60 lakh plus 5% of the amount recovered in excess of Rs.25.00 lakh
	4.	For Recoveries above Rs.1.00 Cr and upto Rs.10.00 Cr	Rs.6.35 lakh plus 2.50% of the amount recovered in excess of Rs.1.00 Cr
	5.	For Recoveries above Rs.10.00 Cr	Rs.28.85 lakh plus 1.25% of the amount recovered in excess of Rs.10.00 Cr

	<ul style="list-style-type: none"> a. Commission will be paid only on recoveries made during the period of engagement of that particular resolution agent for the particular account. b. Additional incentive @20% of above rates paid for recovery through SARFAESI action during 1st year of assignment. c. For compromise settlement - 40% of above rates without any additional incentive
Documents to be submitted	<ul style="list-style-type: none"> 1) Application form (Annexure I) 2) Recommendation from AOs/ RBOs/ RACPCs/ RASMECs/ SMECs/ SARBs/ARMB (Annexure II) 3) Copy of Experience Certificate from other financial institutions/NBFCs 4) Certificate of the Indian Institute of Banking & Finance on Debt Recovery Agent Examination 5) Copies of Aadhar & PAN and one Photograph 6) Any other relevant documents viz, Educational qualification, Licence, Registration Certificate, Sole Proprietor declaration, Partnership Deed, Memorandum & Articles of Association, Certificate of Incorporation, Resolution etc.

ANNEXURE I

Application for empanelment of Resolution Agent (RA)

1.	Name	
2.	Address	
3.	Constitution	
4.	Name(s) of key person(s)	
5.	Contact No(s) Phone & Mobile	
6.	Email Address	
7.	Area of operation	
8.	Number of employees assisting Recovery (ID copies, photo and DRA certificate to be attached)	
9.	Institution empanelled with	
10.	Details of past experience	
11.	Details of special achievement, if any	

Place :

Name in Capital Letters :

Date:

Signature :

ANNEXURE II

Format for Recommending empanelment of Resolution Agent (RA)

1.	Name	
2.	Address	
3.	Constitution	
4.	Name(s) of key person(s)	
5.	Contact No(s) Phone & Mobile	
6.	Email Address	
7.	Area of operation	
8.	Institution empanelled with	
9.	Details of past experience	
10	Details of special achievement, if any	

Comments of Branch on overall Performance & Due diligence on the RA including KYC

Branch :

Date:

Chief / Asst. General Manager