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|  | **JAMMU & KASHMIR**  **DEVELOPMENT FINANCE CORPORATION LTD**  ***(A Govt. of India Enterprise)*** |
| **R.O.: Gr. Floor, Udyog Bhawan, Rail Head, Jammu-180012**  **C.O. : Gr. Floor, Sanat Ghar, Bemina, Srinagar- 190018**  **B.O.: 1st Floor, DRDA Building, Cheetah Chowk, Leh-194101**  **Ph. No. 0191-2479516, 0194-3500201, 1982-295890**  **Website : www.jkdfc.org** | |
| **NOTICE**  **Applications For Empanelment of Valuers**  JKDFC Ltd. Invites applications from interested valuers from UT of J&K and UT of Ladakh for empanelment for asset classes viz ‘Land & Building’ and ‘Plant & Machinery’. The applicants, who intends to participate in the empanelment process, may submit their application through Regd. Post in the prescribed format latest by 20-04-2023. The application format and other terms & conditions, can be downloaded from our website [www.jkdfc.org](http://www.jkdfc.org). Any further updates shall be uploaded on the website.  **Sd/-**  **General Manager** | |

**Terms and Conditionsfor Empanelment of Valuers**

**1. Purpose**

JKDFC Ltd proposed to empanel valuers for carrying out valuation of following classes of assets.

i) Land & Building (LB) and ii) Plant & Machinery (PM)

**2. Minimum Eligibility Criteria & Requisite Documentary Proof**

The minimum eligibility criteria for various classes of asset are provided at Annexure –A. The documentary proof acceptable against each eligibility criteria is provided at Annexure –B.

**3. Application submission Guidelines**

The application shall be submitted in accordance with the following guidelines:

i) one applicant shall submit only a single application and cannot be a constitutent to any other application.

ii) Application shall be strictly submitted in the format prescribed at Annexure- C. Non-compliance of the prescribed format may lead to rejection of the application.

iii) The application shall be unconditional, otherwise it would be liable for rejection.

iv) All the information/details are to be supported by authentic documentats duly certified by the applicant.

v) Application shall be submitted through registered post only at the Registered office of the Corporation at **J&K Development Finance Corporation Ltd, Gr. Floor, Jawaharlal Nehru Udyog Bhawan, Rail Head Complex, Jammu- 180012.**

**4. Empanelment Period**

The valuer shall be empanelled for a period of 3 years, However a review exercise may be made periodically based on performance along with necessay information, JKDFC reserves its right to de-list the name of the consultant at any stage, if found unsatisfactory or does not comply with the JKDFC’s requirement

**5.** Separate application form should be submitted for each class of asset class applied

**Enclosed Annexures:**

a) **Annexure A** : Eligibility criteria for each Asset Class – LB /PM

b) **Annexure B** : Acceptable Documentary Proof

c) **Annexure C** : Application Format

**Annexure –A**

**Eligibility Criteria**

|  |  |  |  |
| --- | --- | --- | --- |
| **#** | **Criteria** | **Asset Class** | |
| **Land & Building** | **Plant & Machinery** |
| 1 | Who may apply | Individual /Sole Proprietorship Firm/ Partnership Firm/ LLP, Company | Individual /Sole Proprietorship Firm/ Partnership Firm/ LLP, Company |
| 2 | Qualification | Member of Institute of valuers, India  and  Graduate in Civil Engg. Or Architecture of a recognasied University  In case of partnership firm, any one of the active partners should possess such qualification; In case of Company any one of the Director should possess such qualification. | Member of Institute of valuers, India  and  Graduate in Mech. or Elect Engg. of a recognised University.  In case of partnership firm, any one of the active partners should possess such qualification; In case of Company any one of the Director should possess such qualification. |
| 3 | Experience | The applicant must have experience of valuation of Land and Building for a period not less than 5 years | The applicant must have experience of valuation of Plant and Machinery for a period not less than 5 years |
| 4 | No. of assignments as Valuers to Banks/Institutions | The valuer should be on the panel of at least 3 Banks/ Financial Institutions | The valuer should be on the panel of at least 3 Banks/ Financial Institutions |
| 5 | PAN | The applicant shall possess a PAN | The applicant shall possess a PAN |

**Annexure –B**

**Acceptable Documentary Proof**

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| --- | --- | --- |
| **#** | **Eligibilty Criteria** | **Documentary Proof** |
| 1 | Who may apply | Self attested copy of proof of Identity / Existence viz Passport/ Election Card / Aaadhar Card / Partnership Deed / Registration Certificate, Certificate of Incorporation, Articles of Association, Memorandum of Association as applicable fore respective entities |
| 2 | Qualification  a) Degree  b) Membership with Institute of Valuers, India and Registration with Govt. /Local Authorities | a) University Degree of the course as specified in the eligibility criteria.  b) Certifiate of Membership /Registration |
| 3 | No. of years of Experience | Completion certificate from the appointing entity client - one recent assignment (preferably latest) and one assignment of at least 5 years old in the said valuation category or letter of appointment from client for assignment along with invoice raised and proof of receipt of payment against the completed assignment |
| 4 | No. of assignments as valuers to Bank/Institutions | Empanelment letter by the Bank / Financial Institutions |
| 5 | PAN | Self attested copy of PAN card of the applicant |

**Annexure –C**

**Applicaton format for empanelment as valuer**

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

The General Manager,

J&K Development Finance Corporation Ltd,

Gr. Floor, Jawaharlal Nehru Udyog Bhawn,

Rail Head Complex, Jammu-180012.

1. General Information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Particulars | Details  (Enlose supporting documents, wherever required) | | |
| 1 | Asset Class |  | | |
| 2 | Name of the Applicant |  | | |
| 3 | Constitution |  | | |
| 4 | D.O.B / Dt. of Incorporation |  | | |
| 5 | Office Address |  | | |
| 6 | Contact Nos. |  | | |
| 7 | Email ID |  | | |
| 8 | PAN/GST No.(if applicable) |  | | |
| 9 | General Profile of the applicant |  | | |
| 10 | Recent photo of the key person along with names whose credentials are being considered for satisfaction of qualification criteria.  Key Person: *Name of Proprietor / Partners/Executive Directors* |  | | |
| 11 | Name of key persons & qualifications:  (May be attached as annexure) | **Name** | **Qualification & Institution** | **Yr. of Passing Qualification** |
|  |  |  |
|  |  |  |
| 12 | Membership of the key persons/ applicant with the professional associations |  | | |
| 13 | Registration of the key persons / applicant with the various Authorities of Valuation |  | | |
| 14 | List of Financial Institution / Banks with which the applicant is already empanelled. |  | | |

***(if required separate sheet may be used as enclosure for providing the details of any columns)***

I/we hereby apply for empanelment as valuer in your institution and 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 JKDFC;

2. I/We understand and accept that empanelment shall be at the discreation of JKDFC as per its requirement and JKDFC has a right to reject our application without assigning any reasons thereof;

3. I/We shall submit the reports as per standard formats prescribed by the Professional Institutes/Banks / JKDFC with correct and full information and without negligence;

4. I/We understand that Empanelemnt as such does not guarantee award of valuation assignments by JKDFC;

5. I/We understand that Entrustment of valuation assignment is subject to periodical review by JKDFC;

6. I/We understand that JKDFC reserves the right to delete /cancel the empanelment/stop awarding future assignments without prior notice or assigning any reasons whatsoever;

7. The valuation shall be conducted on the basis of accepted principles as also the criteria /terms of reference specified by JKDFC from time to time;

8. 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;

9. I/We shall maintain secrecy of the business allotted by JKDFC;

10. I/We shall not enter into any financial transaction with JKDFC’s borrowers to the detriment of JKDFC’s interest;

11. Under no circumstances, I/We shall use the name or logo of JKDFC in our correspondence with other banks;

12. If any wrong certification is detected, I/We hereby consent that JKDFC may take steps as deemed fit;

13. I/We undertake to keep JKDFC informed of any events or happening which would make me ineligible for empanelment as a valuer;

14. I/We have not concealed or suppressed any material information, facts and record and I have made complete and full disclosure;

15. I/We shall strictly observe the laws againt fraud and corruption in force in India namely “Prevention of Corruption Act 1988”;

16. I/We am/are a citizen /incorporation /registered in India;

17. I /We have not been convicted of any offence and sentenced to a term of imprisonment;

18. I/We have not been found guilty of misconduct in professional capacity;

19. I/We am /are not any undischarged insolvent; and

20. I/we have not been convited of an offence connected with any proceeding under the Income Tax Act 1961, Wealth Tax Act 1957 or Gift Tax Act 1958.

Signature of the Applicant

Date:

Place:

(To be signed by the individual / authorised signatory of the firm /company)