

ANNEXURE A1 – ELIGIBILITY CRITERIA

The purpose of this section is for bidders to provide information to demonstrate to BOB Financial Solutions Limited that its services offering satisfy Company's requirements. The bidder should also demonstrate that it has the financial organizational infrastructure to fulfill the fundamental requirements set out in this RFP. Bidders not meeting the requirements or not demonstrating that they do not meet the eligibility criteria may not receive further consideration during the evaluation process. A complete listing of the specific bid evaluation criteria is given below (Filling all the details - mandatory):-

Confirmation of Eligibility Criteria

(on Company Letter Head)

Particulars to be provided by the bidder in the Pre-Qualification bid –

(A) Bidder's Profile

RFP Reference no:

Sr. No.	Particulars	Response from the bidder
1	Name of the bidder	
2	Year of establishment and constitution Certified copy of "Partnership Deed" or "Certificate of Incorporation" should be submitted as the case may be.	
3	Location of Registered office /Corporate office and address	
4	Mailing address of the bidder	
5	Names and designations of the persons authorized to make commitments to BOB Financial Solutions Ltd.	
6	Telephone and fax numbers of contact persons	
7	E-mail addresses of contact persons	
8	Details of : Description of business and business background Service Profile Domestic & International presence Alliance and joint ventures	
9	Gross revenue of the bidder Year 2015-16 Year 2016-17 Year 2017-18	
10	Net Profit (after all taxes etc) of the bidder Year 2015-16 Year 2016-17 Year 2017-18 Documentary proofs are to be enclosed	
11	Net Worth of the bidder Year 2015-16 Year 2016-17 Year 2017-18 Documentary proofs are to be enclosed	

S. No	Basic Requirement	Eligibility Criteria	Documents to be submitted (Duly attested)	Max. Marks
1	Legal Entity	The bidder must be an Indian firm; a public or private firm, registered under Companies Act 1956, a proprietorship firm, or a partnership firm registered under the Partnership Act, 1932 or an LLP. (Consortium of companies not permitted)	Certificates of Registration, as required	2
2	Business Operation	The bidder should be operating in similar service/business for at least the past 5 years (serving a financial institution/bank preferred).	Self-declaration on the bidder's letter head along with credentials	2
3	Location	Office in Delhi NCR and Mumbai with presence of senior management and client servicing team (Yes/ No)	Self-declaration on the bidder's letter head	4
4	Client Base	The bidder must have a direct experience of providing similar services to at least 3 other financial institutions. Sub-contracting services will not be considered.	Self-declaration on the bidder's letter head along with credentials and details of contact persons of financial institutions	3
5	Blacklisting	The bidder company should not currently have been blacklisted by any Government Department/PSU/ or under any declaration of ineligibility for fraudulent/corrupt practices of inefficient/ineffective performance	Self-declaration on the bidder's letter head	-
6	Taxation Registration	The bidder must have a valid: 1. PAN 2. GST Registration No. 3. TIN/CIN/DIN etc (as applicable)	Attested copies of all certificates & KYC of Company and Its Directors	2
7	Ownership	The bidder should not be owned or controlled by any of the Directors or present employees (or relatives) of BFSI or BOB	Self-declaration on the bidder's letter head	3
8	The bidder must have a minimum turnover of Rs. 1 cr and maximum 10 crores from the line of business of providing marketing services during the last financial year.	Copies of Annual Reports in case of listed companies and copies of audited balance sheets and P&L statements in case of others		2
9	The bidder should be in profit in last three financial years. From 2015-16 to 2017 – 18	Copies of Annual Reports in case of listed companies and copies of audited balance sheets and P&L statements in case of others		2

Based on the information provided, the company will shortlist vendors/ companies which prima facie come up to its requirement. Preference may be assigned to bidders that utilize their own staff (and do not further outsource/ sub-contract). The criteria detailed above are indicative and BFSL reserves the right to revise them at its discretion.

Documentary evidence must be furnished against each of the above criteria along with an index. All documents must be signed by the authorized signatory of the bidder. Relevant portions, in the documents submitted in pursuance of eligibility criteria, should be highlighted.

Note:

1. All self-certificates shall be signed by Authorized signatory unless specified otherwise.
2. Appropriate referencing needs to be provided for all the evidence documents. Each document should have a unique reference clearly marked.
3. All evidence documents should also be submitted on a CD with appropriate referencing corresponding to the hard copies.
4. The folder structure on the CD should correspond to the eligibility criteria.
5. In case the same document is provided for more than one eligibility clause, the document should be provided in each folder corresponding to the eligibility criteria clause.

Dated this _____ day of _____, 20

Signature: _____

Seal of Company

(Signature and seal of company to be put on all the pages of Annexure 01)