

**TAMIL NADU TRADE PROMOTION ORGANISATION**  
**(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)**  
**Chennai Trade Centre Complex**  
**Mount Poonamallee Road, Nandambakkam,**  
**Chennai – 600 089.**

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**Request for Proposal (RFP)**

**For**

**Empanelment of Scheduled Commercial Banks for Investment of Surplus Funds**

**Name of work:**

Empanelment of Scheduled Commercial Banks for Investment of Surplus Funds of TNTPO - Expression of Interest by Scheduled Commercial Banks / Private Banks.

Date & Time of publishing Tender Document	06.11.2020 at 11.00 AM
Start Date & Time of Submission of Bid	09.11.2020 at 03.00 PM
Last Date & Time of Submission of Bid	19.11.2020 at 03.00 PM
Bid Opening Date & Time	20.11.2020 at 03.00 PM

**November -2020**

## **DISCLAIMER**

The information contained in this empanelment of scheduled commercial banks for investment of surplus funds or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of TNTPO or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this empanelment and such other terms and conditions subject to which such information is provided.

This empanelment is not an Agreement and is neither an offer nor invitation by TNTPO to the prospective Bidders or any other person. The purpose of this empanelment is to provide interested parties with information that may be useful to them in making their financial offers (BIDs) pursuant to this empanelment. Empanelment includes statements, which reflect various assumptions and assessments arrived at by TNTPO in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This empanelment may not be appropriate for all persons, and it is not possible for TNTPO, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this empanelment. The assumptions, assessments, statements and information contained in the Bidding Documents, may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this empanelment and obtain independent advice from appropriate sources.

Information provided in this empanelment to the Bidder(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. TNTPO accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

TNTPO, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this empanelment or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the empanelment and any assessment, assumption, statement or information contained therein or deemed to form part of this empanelment or arising in any way for participation in this BID Stage.

TNTPO also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this empanelment. TNTPO may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this empanelment.

The issue of this empanelment does not imply that TNTPO is bound to select a Bidder or to appoint the Selected Bidder for the Project and TNTPO reserves the right to reject all or any of the Bidders or BIDs without assigning any reason whatsoever.

The Bidder shall bear all its costs associated with or relating to the preparation and submission of its BID including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by TNTPO or any other costs incurred in connection with or relating to its BID. All such costs and expenses will remain with the Bidder and TNTPO shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the BID, regardless of the conduct or outcome of the Bidding Process.

## **Section-1**

### **Introduction and information on Company and Project**

#### **1. Background**

Tamilnadu Trade Promotion Organisation (TNTPO) a Central Public Sector Undertaking was setup in 2001, as a Joint Venture between India Trade Promotion Organisation (ITPO), Government of India Enterprise and Tamilnadu Industrial Development Corporation (TIDCO), Government of Tamilnadu Enterprise. TNTPO was registered under section 8 of the Companies Act 2013 (Section 25 of the Companies Act, 1956) with equity participation of 51% and 49% of ITPO and TIDCO respectively. Keeping in view the growth in exhibition industry and India's trade policy initiatives of Government of India like Make in India, TNTPO has decided to expand its facilities within the CTC complex in international standards for carrying out trade promotion activities on the existing vacant land to the extent of 5 acres and additional land to the extent of 9.13 acres totaling to 14.13 acres on lease given by the Government of Tamilnadu.

#### **2. Schedule of Bidding Process**

<b>Sl.No</b>	<b>Particulars Timeline</b>	<b>Particulars Timeline</b>
1.	Tender publishing date & time	06.11.2020 at 11.00 AM
2.	Start date & time of submission of Bid	09.11.2020 at 03.00 PM
3.	Last date & time of submission of bid	19.11.2020 at 03.00 PM
4.	Opening date & time of bid	20.11.2020 at 03.00 PM

In case any of the above dates fall on Saturday/Sunday/statutory/public holiday then the first working day following such date shall be considered for the purpose of this Tender.

#### **3. Minimum Qualification Criteria:-**

<b>Sl No.</b>	<b>Category</b>	<b>Criteria</b>
1	Nationalized Banks	Minimum Net Worth of Rs.500 crore and Capital Adequacy Ratio (CAR) of 9% as per RBI circular issued on CAR time to time
2	Private Scheduled Commercial Banks	Minimum Net Worth of Rs.4,000 crore and CAR of 9% as per the RBI circular issued on CAR time to time.

#### **4. Instruction to the Bidders:**

- (a) Net worth and Capital Adequacy Ratio (CAR) as per latest audited accounts along with copy of the Annual Report.
- (b) Self certified copy of quarterly accounts as on 31.03.2020 clearly mentioning net worth & CAR as on 31.03.2020.

- (c) Copy of the Certificate issued by RBI/Regulatory Body confirming the status of the Bank as Nationalized/Private Scheduled Commercial Banks.
- (d) Only one branch of a Bank is eligible for empanelment with TNTPO. Letter from the Regional/Corporate office of Bank authorizing their particular branch for empanelment with TNTPO.
- (e) Confirmation that the branch requesting for empanelment is covered in high transaction area.
- (f) Self declaration by the authorized person of the Bank to the effect that the Bank is not under Prompt Corrective Action (PCA) measure by RBI.
- (g) The empanelment will be for 3 years at the discretion of TNTPO. TNTPO reserves the right to accept/reject any or all offers without assigning any reason thereof.
- (h) In case of any query please contact **044-22316033**, and through our email ID [tntpo@chennaitradecentre.org](mailto:tntpo@chennaitradecentre.org) during Office hours.

#### **5. Assistance to Bidders**

Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority or the relevant contact person indicated in the tender through email.

#### **4. Proposal Preparation Cost**

The Bidder shall be responsible for all costs associated with the preparation of its Proposal and its participation in the bidding process. TNTPO shall not be responsible nor in any way liable for any of such costs, regardless of the conduct or outcome of the bidding process.

#### **5. Clarifications**

In case of any queries / clarifications relating to the bid, the bidders are advised to contact any of the following officials through Phone / e-mail.

<b>Name of the Officials</b>	<b>Designation</b>	<b>Phone No.</b>	<b>E-mail ID</b>
M.K.N. Kumar	Manager (Accounts)	9677093849	tntpo@chennaitradecentre.org
U.K.Thulasi Raaman	Dy Manager (F&A)	9445561182	

#### **6. Amendment**

- a) Any variation / modification / amendment / extension or clarification whatsoever that may be required to be given to the entire class of

Bidders in respect of / in connection with this invitation to bid will be published in the TNTPO website. Bidders are hereby advised to visit the website regularly to keep themselves updated.

- b) TNTPO reserves the right to increase or decrease the amount to be deposited or cancel the entire bidding process and shall not be liable to anyone on occurrence of the same.

## **7. Non-Discriminatory & Transparent Bidding Proceedings**

TNTPO shall ensure that the rules for the bidding proceedings for the Project are applied in a non-discriminatory, transparent and objective manner.

## **8. Confidentiality**

Information relating to the examination, clarification, evaluation, and recommendation on the bids shall not be disclosed to any person not officially concerned with the process. TNTPO will treat all information submitted as part of Proposal in confidence and would require all those who have access to such material to treat the same in confidence. TNTPO will not divulge any such information unless it is ordered to do so by any authority that has the power under law to require its disclosure.

### **Section-4**

#### **Evaluation of Bids**

##### **1. Opening and Evaluation of Bids**

- a) TNTPO shall open the bid received in the presence of the Bidders who choose to attend.
- b) TNTPO will examine and evaluate the Bids in accordance with the provisions set out in this section.
- c) To facilitate evaluation of bids, TNTPO may, at its sole discretion, seek clarifications in writing from any Bidder on its bid.
- d) TNTPO shall open at the intimated time, the bid received of bidders found qualified as per their bid, in the presence of the Bidders who choose to attend.
- e) TNTPO will evaluate the basic qualification/minimum qualification criteria condition based on the documentary proof submitted by the Bidders.

##### **2. Test of Responsiveness**

TNTPO will determine whether each Proposal is substantially responsive to the requirements of the empanelment. A Proposal shall be considered responsive, if the Proposal satisfies the criteria stated below:

- 1) The Bid is received by the last date and time stipulated for submission of the Bid.
- 2) Each page of the Bid is signed and stamped/sealed.
- 3) The Bidder has furnished all the relevant details required to be furnished in the format enclosed as Application and is signed by the authorised signatory.
- 4) Bidders have submitted Board Resolution/Power of Attorney/authorisation letter issued by competent authority.
- 5) Bidders have submitted Credit rating letter/report/document.
- 6) Bidders have submitted Balance sheet abstract of audited Financial results for year ending 31.03.2020 clearly showing Net worth and CAR.

### **3. Evaluation Parameters**

The financial bids shall be evaluated based on Bank's CAR Ratio and Net worth fixed in the Pre-Qualification accordingly. The evaluation shall be as follows:

<b>Sl No.</b>	<b>Category</b>	<b>Criteria</b>
1	Nationalized Banks	Minimum Net Worth of Rs.500 crore and Capital Adequacy Ratio (CAR) of 9% as per RBI circular issued on CAR time to time
2	Private Scheduled Commercial Banks	Minimum Net Worth of Rs.4,000 crore and CAR of 9% as per the RBI circular issued on CAR time to time.

### **4. List of Documents to be submitted within the period of tender submission:**

- i) Copy of Authorisation letter issued by competent authority, for Authorised Signatory.
- ii) The copy of the Balance sheet abstract of audited Financial results for the year ending 31.03.2020 clearly showing Net worth and CAR.
- iii) Application Form as per the enclosed format, in the letter head duly signed by the bidder.
- iv) Copy of the certificate issued by RBI confirming the status of the Bank as Nationalized / Private Schedule Commercial Banks.
- v) Only one branch of a bank is eligible for empanelment with TNTPO. Letter from the Regional/Corporate office of the bank authorising the branch for empanelment with ITPO.
- vi) Confirmation that the branch requesting for empanelment is covered in high transaction area.

vii) Self - declaration by the authorized person of the Bank to the effect that the Bank is not under Prompt Corrective Action (PCA) measure by RBI.

viii) The empanelment will be for 3 years at the discretion of TNTPO. TNTPO reserves the right to accept/reject any or all offers without assigning any reason thereof.

**5.** Any deviation to above shall be liable for rejection of the application.

## **Application Form**

*(To be furnished in the letter head of the Bidder)*

Name of the Bank	
Name of the Branch	
Address of the Bank (Registered office)	
Address of the Bank (Regional office)	
CAR Ratio in %	
Net Worth in Rs. Crore	
Date of the Commencement of Business	
Validity of Empanelment	36 Months

(Name and signature of Authorised  
Signatory) (Name of the Bidder)

(Address of the Bidder)

(Seal the Bidder)