

**INDIAN INSTITUTE OF TECHNOLOGY DELHI  
HAUZ KHAS, NEW DELHI - 110 016**

**IITD/EOI(SP-4199)/2024**

**NOTICE INVITING EXPRESSION OF INTEREST FROM BANKS**

Indian Institute of Technology Delhi (IIT Delhi) is a Central Autonomous body under the Ministry of Education (MoE) Government of India and has been recognized as an Institute of National Importance by an Act of Parliament.

IIT Delhi intends to empanel Banks having registered Office in India for the purpose of placement of surplus funds in fixed deposits & other banking arrangements. The statement containing basic eligibility criteria and other terms and conditions are mentioned in the EOI documents.

In this context, the Institute invites ***Rolling Expression of Interest*** from eligible Nationalized (PSU)/ Private Sector Scheduled Commercial Banks having branches in New Delhi.

The Banks may access EOI documents from the institute website at <https://home.iitd.ac.in/tenders.php>

*The Application with supporting documents can be submitted in hard copy to the Office of Joint Registrar, Main Accounts Section, IIT Delhi, Haus Khas, New Delhi -110016*

Application for empanelment at institute does not confer any rights/ assurance whatsoever that they will be empaneled on the panel of the institute. All the applications received shall be placed before a competent authority for consideration and letters to only qualified banks shall be issued confirming their empanelment.

Please note hence for all EOI Notifications, EOI Document and may further changes will be published only on IITD website i.e., <https://home.iitd.ac.in/tenders.php>

Chairman,  
Investment Committee

## **TERMS AND CONDITIONS FOR ROLLING EMPANELMENT OF BANKS**

### **1. Objective of Rolling Expression of Interest (EOI)**

The objective of this Rolling EOI is to solicit applications from the eligible (qualifying eligibility norms as per this Rolling EOI) Banks who are interested in getting empaneled with IIT Delhi for participating in the Bidding process for investment of surplus funds of the institute with them. IIT Delhi calls for competitive rates for investment of its surplus funds with the empaneled Banks.

Details of funds for investment in Fixed Deposits (Actual Amount and number of days may vary on the date of investment depending upon the availability of funds with IIT Delhi) shall be intimated as and when Competitive Interest rates are called from empaneled banks.

## **Information to the Bidding / Participating Bank**

1. Indian Institute of Technology Delhi (IIT Delhi) is a Central Autonomous body under the Ministry of Education (MoE) Government of India and has been recognized as an Institute of National Importance by an Act of Parliament.
2. The selection and empanelment of the Banks will be based on an internal evaluation process and on predefined criteria.
3. IIT Delhi, reserves the right to shortlist banks at any point of assessment of their credentials for the empanelment.
4. The advertisement does not constitute and will not be deemed to constitute any commitment on the part of IIT Delhi.
5. IIT Delhi reserves the right to reject any EOI at any time if it is not in the given format, or an information/material misrepresentation is made or uncovered, or the bidder does not respond promptly and thoroughly to requests for supplementary information required for the evaluation of the EOI.
6. Notwithstanding anything contained hereinabove, the IIT Delhi in its sole Discretion, reserves the right to discontinue the services of the empaneled bank in the event their services are evaluated as unsatisfactory at any time during the period of engagement.
7. The selected Banks shall accept the mandate immediately. In case of nonacceptance, the bank shall be blacklisted for further investment for one year.
8. Further if IIT Delhi feels that placing fixed deposit in short-listed/Empaneled banks is not safe based on the market reports, IIT Delhi may reject the Bid without assigning any reasons thereof.
9. In case of any slip back from eligibility criteria the institute reserves the right to remove the bank from the empaneled list.
10. Efforts are made to provide all the required details in the e - Auction Document. In case of any query, Participating Bank may contact Joint Registrar (Accounts), Indian Institute of Technology Delhi-110016 at telephone number: 011-26591744; 011-26548721 email- ***draccounts@admin.iitd.ac.in***

## **Terms of Reference for placing Surplus Funds in** **Short – Term Fixed Deposits**

### **Following are the General Terms and conditions governing the Investment of Surplus Funds**

1. The Right to Deposit in FD Account reserves with IIT Delhi.
2. The total outstanding investment in any Bank (including all branches of the Bank) shall not exceed: 20% of the amount of the total investment held. The ceiling of 20% will not be applicable to institute bankers.
3. At least 60% of the funds of the institute shall be invested with state owned PSU Banks.
4. Only one branch of the bank is eligible for empanelment with IITD. The Regional/Corporate office of the bank authorizes the branch for empanelment with IITD, preferably the branch which is nearest to IITD Campus.
5. Empanelment will be made with the condition that in case of any slip back from the eligibility criteria, the competent authority shall be empowered to take necessary steps to remove the bank from empaneled list till such criteria is met.
6. The Bank agrees to transfer the funds quickly on maturity through RTGS/NEFT without any charges.
7. The Investments be made directly without involvement of any broker/agent, hence no commission/brokerage, if any, shall be payable by IITD.
8. The Investment up to a period of 60 days preferable be made with Institute bankers whosoever offers higher rate of interest.
9. The Bank agrees to provide doorstep pick up and drop off facility without any charges.
10. In case bidder's exposure limit is exhausted as stated above; it is proposed that the funds be allocated to next highest bidder.
11. Only Scheduled Commercial Banks incorporated in India are considered.
12. Rate of Interest quoted shall be firm / valid for at least 3 days from the date of closure of Bid. In case of any upward revision in the Deposit rate, same should be passed on to IIT Delhi.
13. If any empaneled Bank do not participate in Bidding for 5 consequent bids then IIT Delhi reserves the rights to remove the bank from the empaneled list.

## **Criteria for Eligibility**

- I. Issue of Empanelment certificate: After verification of the documents submitted by the Bank, the empanelment certificate shall be issued by IIT Delhi
- II. The empanelment certificate shall be issued to only one authorized branch of the Bank
- III. The interested Banker should submit the following documents for issue of an empanelment certificate

Note: Latest Annual audited financial (published) results shall be taken into consideration wherever applicable for evaluation

### **i) Net worth:**

Net worth i.e., the paid-up capital plus free reserves of the bank, as at the end of March 31, 2024 (latest financial Year) shall be at least

- a. Rs. 1,0000.00 crore in respect of Public Sector Banks
- b. Rs. 1,0000.00 crore in respect of Private Scheduled Commercial Banks
- c. Document to be submitted: Submit Certified copy of the Balance Sheet and relevant Schedule (Audited) for FY 2023-24\* along with Sub-Annexure: A.1

### **ii) Capital Adequacy Ratio:**

- a. As prescribed by RBI from time to time
- b. Documents to be submitted: Submit certified copy of the Balance Sheet and relevant Schedule (Audited) for FY 2023-24\* along with Sub-Annexure: A.2

### **iii) Net NPA:**

- a. The Net NPA % as on 31.03.2024 should be less than 5.00%
- b. Documents to be submitted: Submit certified copy of the Balance Sheet and relevant Schedule /Note (Audited) for FY 2023-24\* in support of Net NPA along with Sub-Annexure: A.3

### **iv) Profitability Track Record:**

- a. Private Scheduled Commercial Banks should have made net profit during the preceding 3 consecutive years
- b. Documents to be submitted: Submit certified copy of the Profit and loss account for the FY 2021-22, 2022-23 and 2023-24\* along with Sub-Annexure: A.4

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**v) External Rating of Deposits of the Banks:**

- a. The deposit scheme should be rated minimum "A" by an approved external rating agency.
- b. Documents to be submitted: Certified Copy of the rating letter issued by rating agency valid as on the last date of Bid submission along with Sub Annexure A.5

**vi) Prompt Corrective Action (PCA) Restriction by RBI:**

- a. The Investee Bank should not have been put under RBI's PCA Restriction as on date.
- b. Documents to be submitted: Declaration on the letter head of the bank of not being under PCA restriction as on date (As per Sub-Annexure A.6)

**vii) Total Assets of the Bank:**

- a. Private Scheduled Commercial Banks should have Total asset size of Rs.2.00 Lacs Crore
- b. Documents to be submitted: Submit certified copy of the Balance Sheet and relevant Schedule / Note (Audited) for FY 2023-24\* in support Total Assets of the Bank along with Sub-Annexure A.7

**viii) Format for submitting proposal (on letter head of the Bank) as per Sub-Annexure A**

**ix) Declaration on letter head of the bank as per Sub-Annexure A.8**

\*As on the date of submission, the latest available statement of accounts may be submitted.

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**Format for submitting proposal (on letter head of the Bank)**

**To  
Chairman,  
Investment Committee  
Indian Institute of Technology Delhi  
Haus Khas,  
New Delhi-110016**

**Subject: Submission of Expression of Interest for “Empanelment of Banks” Ref: Tender No.**

Sir/Madam,

Having examined the details given in the Terms and conditions of the Rolling Expression of Interest for the above work, we hereby submit the EOI.

1. I/We hereby certify that all the statements made, and information is true and correct.
2. I/We have furnished all information as required in “Proposal” which is necessary for EOI and have no further pertinent information to supply.
3. I/We hereby authorize \_\_\_\_\_ (Name of the Branch) for acceptance and placement of surplus funds by IIT Delhi. It is requested that any communication by IIT Delhi may be suitably addressed to them.
4. The details of the branch and controlling office is as follows:

Sl. No	Particulars	Details
1	Name of the Bank	
2	Name of the Branch	
3	Address of the Branch	
4	MICR NO.	
5	IFSC Code	
6	Account No. to which funds have to be transferred	
7	Name and Designation of the Contact Person (At least 2 Persons)- Branch	
8	Contact No.	
9	Fax No	
10	Official Email - ID	
11	Type / Nature of the Bank i.e., Public Sector/ Private Sector	
12	Contact Details of Head of Controlling Office (RO/CO/ZO etc.)	

**Seal**

**Signature of the Competent Authority**

**Name :**

**Date of Submission :**

**Sub-Annexure: A.1 (on Letter Head of The Bank)**

**Details of Net Worth of the Bank**

Particular	Financial Year 2023-24
Net worth*	

\*Submit certified copy of the Balance Sheet and relevant Schedule (Audited) for FY 2023-24 along with calculation in support of Net worth

**SEAL:**

**Signature:** \_\_\_\_\_

**Date:**

**Name and Designation:**



## Sub-Annexure: A.2 (on Letter head of the bank)

### Details of Capital Adequacy Ratio:

Particulars	Financial Year 2023-24
Capital Adequacy Ratio (CRAR%)*	

\*Submit certified copy of the Balance Sheet and relevant Schedule (Audited) for FY 2023-24 along with calculation in support of CRAR

**SEAL:**

**Signature:** \_\_\_\_\_

**Date:**

**Name and Designation:**

## Sub-Annexure: A.3 (on Letter head of the bank)

### Details of Net NPA:

Particulars	Financial Year 2023-24
Net NPA(%) *	

\*Submit certified copy of the Balance Sheet and relevant Schedule /Note (Audited) for FY 2023-24 in support of Net NPA

**SEAL:**

**Signature:** \_\_\_\_\_

**Date:**

**Name and Designation:**

**Sub-Annexure: A.4 (on Letter Head of The Bank)**

**Details of Net Profit:**

<b>Particulars</b>	<b>Financial Year 2023-24</b>	<b>Financial Year 2022-23</b>	<b>Financial Year 2021-22</b>
Net Profit*			

\*Documents to be submitted: Submit certified copy of the Profit and loss account for FY 2021-22, 2022-23 and 2023-24.

**SEAL:**

**Signature:** \_\_\_\_\_

**Date: Name and Designation:**

**Sub-Annexure: A.5 (on Letter Head of The Bank)**

**Details of External Deposit Rating:**

External Rating grade*	
Date of Issue	
Name of the Rating Agency	

\*Documents to be submitted: Certified Copy of the rating letter issued by rating agency valid as on the last date of Bid submission

**SEAL:**

**Signature:** \_\_\_\_\_

**Date: Name and Designation:**

**Sub-Annexure: A.6 (on Letter Head of The Bank)**

**Letter of Declaration (On letter Head of the Bank)**

This is to certify that, Prompt Corrective Action (PCA) framework has not been imposed on \_\_\_\_\_ (Name of the Bank) as on date. Further we undertake to inform IIT Delhi in case of PCA is imposed upon \_\_\_\_\_ (Name of the Bank) in future by RBI.

**SEAL:**

**Signature:** \_\_\_\_\_

**Date:**

**Name and Designation**

**Sub-Annexure: A.7 (on Letter Head of The Bank)**

**Details of Total Assets of the Bank:**

<b>Particular</b>	<b>Financial Year 2023-24</b>
Total Assets*	

\*Submit certified copy of the Balance Sheet and relevant Schedule /Note (Audited) for FY 2023-24 in support Total Assets of the Bank

**SEAL:**

**Signature:** \_\_\_\_\_

**Date: Name and Designation:**

## **Sub-Annexure: A.8 (on Letter Head of The Bank)**

*The following Declaration has to be submitted by the Bidding / Participating Bank*

### **Declaration**

1. (Name of Bank) is incorporated in India and is a Scheduled Commercial Bank.
2. The details / documents produced for empanelment are true and complete and are as per the Original Records.
3. We accept all terms and conditions mentioned in the E - Auction document and terms of reference.
4. We understand that this is the direct investment by IIT Delhi. We have not appointed any agent / broker / intermediary / middlemen while accepting these Fixed Deposits and no brokerage / Commission / Fee / Charges / any other direct / indirect benefits have been passed on to any one while accepting these deposits.

For (Name of the Bidding / Participating Bank)

*Name and Designation of the Authorized signatory*

**(Seal of the Bank)**