



# ARYAVART BANK

## A-2/46 VIAJY KHAND GOMATI NAGAR , LUCKNOW

Notice Inviting Tender  
For empanelment of CBCs

**Ref: HO/FID/ AG/2020-21/1277**

**Date: 09.11.2020**



*Draft for Approval 8/3/21*  
*Dr. 2/11*

NOTICE

EMPANELMENT OF BUSINESS CORRESPONDENTS

Aryavart Bank, a Regional Rural Bank, was constituted on 1st April, 2019 after amalgamation of two Regional Rural Banks (RRBs) namely Gramin Bank of Aryavart and Allahabad UP Gramin Bank as per Government of India Gazette notification No. 338 dated 25-01-2019. Gramin Bank of Aryavart was sponsored by Bank of India while Allahabad UP Gramin Bank was sponsored by Allahabad Bank. The amalgamated entity Aryavart Bank functions under Regional Rural Banks Act 1976 having its Head Office at Lucknow under the sponsorship of Bank of India.

The Aryavart Bank is operating in 26 districts namely Agra, Aligarh, Ayodhya, Bahraich, Banda, Barabanki, Chitrakoot, Etah, Farrukhabad, Firozabad, Hamirpur, Hardoi, Hathras, Jalaun, Kannauj, Kasganj, Lakhimpur, Lucknow, Mahoba, Mainpuri, Mathura, Mirzapur, Shravasti, Sitapur, Sonbhadra and Unnao in the State of Uttar Pradesh with a network of 1366 Branches & 22 Regional Offices.

Aryavart Bank, a body Corporate, established under the Regional Rural Bank Act 1976, having its Head Office at A-2/76, Vijay Khand, Gomti Nagar, Lucknow, U.P. India, hereinafter called "The Bank", is one of the leading Regional Rural Bank in UP having 1366 branches and 3304 CSPs spread in 26 districts and 22 Regional Offices of the bank.

Bank is inviting applications from the interested Corporate BCs to be empanelled for engagement of BC agents on Regional basis for providing services in SSA/ non SSA / Urban areas. Interested entities may submit their applications in the given format by 30.11.2020 in the following address.

General Manager

Aryavart Bank, Financial Inclusion Deptt.,

Shalimar Corporate Park, Block-C,

Titanium Tower-1/1, Vibhuti Khand

Gomti Nagar, Lucknow-226010 (U.P.)



## Eligible Entities

### Corporate Business Correspondent

- NGOs/ MFIs set up under Societies/ Trust Acts and Section 25 Companies;
- Cooperative Societies registered under Mutually Aided Cooperative Societies Acts/Cooperative Societies Acts of States/Multi State Cooperative Societies Act;
- Companies registered under the Indian Companies Act, 1956 with large and widespread retail outlets, other than Non Banking Financial Companies (NBFCs).

Eligible entities shall fulfill following criteria:

1. Companies set up under companies act, NGOs/ MFIs set up under Societies/ Trust Acts/ Section 25 Companies.
2. The memorandum/bye-laws/constitution of all the above eligible entities including section 25 companies ( Non profit Organizations) should permit to undertake the activity.
3. Companys/NGOs/MFIs should be in operation for at least 1 year prior to date of application.
4. The applicant should not have been blacklisted by any Govt./Govt. Agency/Bank(s)/Financial Institutions in India in the past .  
Applicant has to submit an undertaking to this effect on their letter head.
5. The applicant should have proper support organization structure for each cluster of 10-15 SSAs/Non SSAs/Urban centers to carry out the BC activity successfully.
6. Applicant shall have experience of successful implementation of Bank Mitra based Financial Inclusion Project for atleast one Public Sector Bank/RRB in India ( preferably in Bank of India)



### Scope of Work:

Primary responsibility of Corporate BCs is to deploy and manage BC Agents in field as per requirement of Bank along with Cash management at BC Point. BC Agents are further required to deliver financial services in their service area as prescribed by RBI viz. Opening of BSBD Accounts, Receipts from and payment to the customers of our bank and payment to other banks. Remittance, Disbursement of Small Value Credit, Recovery in standard loan accounts, Recovery in NPA accounts, Formation of SHG/ JLG & Credit Linkage, enrolling for micro Insurance/ micro Pension products, Financial Literacy, Value added services like Aadhaar Seeding in Saving account of Bank's Customer, RuPay Card distribution and activation to PMJDY Customers etc. Bank also, at its discretion, may add any other services which may be considered by Bank/RBI/ any regulatory body of India. BC agents must have passed Business Correspondents / Facilitators certification examination conducted by IIBF and also requisite certification of recovery as the case may be. Bank should have exclusivity on the fixed point location of BC.

### Infrastructure

Corporate BC has to ensure availability of co branded brick and mortar infrastructure, bank specific terminals such as tab/laptop/Micro ATM, furniture and fixtures, cash box, with bank specific branding along with proper power supply and network connectivity at all the locations without any cost to the Bank.

### Technology Solution:

Bank has deployed 4G Micro ATM and KIOSK based technology solution under which Bank will provide technical specifications of the devices that will be certified by the technical service provider and these devices will be procured by the BCs or will be provided by the Corporate BC. Terms and conditions relating to warranty and maintenance are to be taken care by the corporate BC. AT present only Visiontek GL11 model of mATM machines (along with pin pad, receipt printer, scanner etc) has been certified for the service. However other certified devices will be notified in due course.

### Payment Structure:

The commission will be on the basis of commission structure prepared by Committee formed by Financial Inclusion Department of the Bank. The commission sharing between Corporate BC and their BC Agents shall be in ratio of 20:80 with applicable taxes based on the invoice raised by the corporate BC. For any additional value added services, commission structure as decided by Govt of India/RBI/Bank/ any such agency will be applicable.

### Evaluation Process

Bank will evaluate all the received applications based on the experience, track record, area of operation and bank may ask for a presentation of the working model (if required so) before selection. Bank at its own discretion may accept or reject any application without



assigning any reason thereof.

**Agreement including other terms & Condition:**

A copy of our standard BC agreement will be shared with the selected entities separately for their information and reference for onward execution with the BC agents engaged by them. The empanelled entities will also have to execute a Master Service Agreement with the Bank before commencement of business.

**1. PRELIMINARY SCRUTINY**

Aryavart Bank will scrutinize the offers to determine whether they are complete, whether any errors have been made in the offer, whether required technical documentation has been furnished, whether the documents have been properly signed, and whether all the necessary information supported by documentary evidences are submitted as per prescribed method. Offers not meeting the prescribed guidelines and or with incorrect information or not supported by documentary evidence, wherever called for, would summarily be rejected. However, Aryavart Bank, at its sole discretion, may waive any minor non-conformity or any minor irregularity in an offer. Aryavart Bank reserves the right for such waivers and this shall be binding on all vendors.

**2. SINGLE POINT OF CONTACT**

The selected bidder shall appoint a single point of contact, with whom Bank will deal, for any activity pertaining to the requirements of this advertisement.

**3. INDEPENDENT EXTERNAL MONITOR (S)**

The following Independent External Monitors (IEMs) have been appointed by Aryavart Bank, who will review independently and objectively, whether and to what extent parties have complied with their obligation under the pact.

The Regional Manager  
of the Region of operational area

The General Manager  
Financial Inclusion Department  
Head Office  
Lucknow.

The Chairman  
Aryavart Bank

The Regulators of Aryavart Bank



- a. The Bank has appointed Independent Monitors (hereinafter referred to as Monitors) for the Integrity Pact in consultation with the Central Vigilance Commission (Names and Addresses of the Monitors given in the Pre Contract Integrity Pact to be submitted by the bidder.
- b. The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.
- c. The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently.
- d. Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.
- e. As soon as the Monitor notices, or has reason to believe, a violation of this Pact, he/she will so inform the Authority designated by the BUYER.
- f. The bidder (s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.
- g. The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties/The parties will offer to the Monitor the option to participate in such meetings.
- h. The Monitor will submit a written report to the designated Authority of Bank within 8 to 10 weeks from the date of reference or intimation to him by the Bank and should the occasion arise, submit proposals for correcting problematic situations.

i. Contact Details:

  
Mr. Ankur Gupta  
Senior Manager  
Financial Inclusion Deptt.  
Aryavart Bank Head Office  
Mobile No. 9119601872





Aryavart  
Bank

**APPLICATION FOR EMPANELMENT AS CORPORATE BUSINESS  
CORRESPONDENT**

**Part A : GENERAL INFORMATION**

Name of the Company/MFI / NGO / Other	
Legal Status (Registration No./ Registration type / Date of Establishment)	
Head of the organization/ CEO Designation	
Registered address of the Applicant Entity	
	State PIN CODE
Address for Correspondence	
	State PIN CODE
Telephone Number	
Fax	
E-mail id	
Website Address	
Contact Person's Name & Designation	
Phone Number	
Area of operation for which application is being submitted ( Districts )	
Experience of Working as Corporate BC for any PSB/RRB	



## **Signature & Seal of Applicant**

### **Part B: ENCLOSURES**

- Request letter on Entity's letter head.
- Memorandum & Articles of Association.
- Background of the company/Names of Promoters Directors / Market reports etc.
- Financial Statement along with auditors' report and annexure.
- Statement of copy of account with existing banker for the last 6 months.
- Details of credit limits enjoyed if any with details of bankers, addresses of contact persons and their phone numbers.
- Brief note on experience in this line with other banks and names and phone numbers of references.
- Declaration in the company's letter head that they have not been blacklisted should not have been blacklisted by any Govt./Govt. Agency/Bank(s)/Financial Institutions in India in the past.

### **Part C: Guidelines**

- 1) Positive net worth in a financial year as per latest Audited Balance Sheet.
- 2) In case of a wholly owned subsidiary, the net worth of parent/ holding company will be taken into consideration.
- 3) Company should be in operation for at least 1 years prior to date of application.
- 4) The applicant should not have been blacklisted by any Govt./Govt. Agency/Bank(s)/Financial Institutions in India in the past. Applicant has to submit an undertaking to this effect in their Company's Letter Head.
- 5) The Applicant should have proper support organization structure for each cluster of 10-15 SSAs to carry out the BC activity successfully.
- 6) Applicant in this category shall have experience of successful implementation of Bank Mitra based financial inclusion project for at least one public sector bank/RRB in India.
- 7) The memorandum/byelaw/constitution of all the above eligible entities including section 25 companies should permit to undertake the activity

