



Applications from eligible institutions / Agencies / Corporations for empanelment as Detective Agency under command area of Durgapur Zone are invited at Punjab National Bank , Zonal SASTRA Centre ; Zonal Office, Red Cross Road, City Centre ; Durgapur (PIN-713216) latest by 5.00 p.m. on 25.01.2021. For eligibility and other details, visit our website ``www.pnbindia.in``

Authorised Officer , Zonal SASTRA Centre ,Durgapur



योग्य संस्थाओं / एजेंसियों / निगमों से बैंक के दुर्गापुर अंचल के समग्र क्षेत्र में डिटेक्टिव एजेंसी में सूचीबद्ध होने के लिए अंचल सस्त्र केंद्र , अंचल कार्यालय , रेड क्रॉस रोड दुर्गापुर-पिन-713126 में दिनांक 25.01.2021 को संध्या 5.00 बजे तक आवेदन पत्र आमंत्रित किए जाते हैं । योग्यता एवं विस्तृत विवरण हमारे हेतु बैंक के वेबसाइट ``www.pnbindia.in`` का अवलोकन करें ।

प्राधिकृत अधिकारी , अंचल सस्त्र कार्यालय , दुर्गापुर

Zonal SASTRA, Durgapur

Date:-08.01.2021

Expression of interest for empanelment of Detective Agencies in PNB , ZO, Durgapur

Punjab National Bank, Zonal Office, Durgapur, Red Cross Road, PIN-713216 (**Durgapur Zone comprises of 7 Circles namely Bardhaman, Durgapur, Malda, Murshidabad, Nadia, New Jalpaiguri & Purulia situated in 14 districts of West Bengal and the State of Sikkim**) invites applications for empanelment of Detective Agencies for the period 2020-2023 (Continuance after one year will be subject to review of performance on year to year basis) subject to fulfilment of the criteria mentioned in Appendix-A (Eligibility Details), Appendix-B (Financial Details).

Those who are fulfilling the eligibility criteria as given in Appendix-A , B & C have to submit their application for empanelment at the below mentioned address on any working day in a sealed envelope latest by 25.01.2021.

Punjab National Bank, Zonal SASTRA CENTRE , Zonal Office, Durgapur, Red Cross Road, City Centre, Durgapur, West Bengal-713216.

Notwithstanding the above , the bank reserves the right to amend / modify any terms and conditions of empanelment and withdraw the advertisement without any notice.

Authorised Signatory

APPENDIX-A (Eligibility Details)

Sl.No.	Particulars	Requirement
1	Experience in this activity	03 years
2	Constitution	Partnership/Firms/Companies/Corporations etc. preferably with membership of Association of Private & Investigators of India (APDI)
3	Means	Financial Soundness and ability to service commitment
4	Reputation & Ability	(1) Business reputation and culture, compliance , Free from complaints & potential litigations (2) Ability to work in different external factors like Political, Social , Economic and legal environment which may impact service performance
5	Readiness	(1)To be ready for verification of the antecedents of their employees which may include pre employment police verification as a matter of abundant caution (2) To be ready for putting its best efforts for providing the best services assigned to the agency and to work in such a manner

		which will not cause any business loss to the Bank or entail any legal or other responsibility/liability to the Bank or its officials.
6	Nature	Of adhering to the instructions and guidelines provided by the Bank from time to time and not adopting or resorting to any method, conduct or procedure in contravention of any Law/Act/Rules/ Fair Practices Code/Code of Conduct which may be issued from time to time by the Government/ RBI/Indian Bank's Association or any other authority empowered by the law of land.
7	Activity	The Agency shall not resort to use of coercive methods or commit any wrongful act or offence against person/property of the borrower(s), guarantor(s) or any other liable party(ies), while collecting the information. The guidelines issued by the Govt/ RBI/Court, in this regard shall be meticulously followed by the Agency. The Agency unconditionally has to agree that the Bank's decision in this respect shall be final and binding in regard to the Agency's compliance.
8	Essential	The agency will have the necessary infrastructure for working as Detective Agency and the Bank will have full right to inspect/ verify it as and when it deems fit.
9	Documentation	The agency/ ies found suitable for approval will have to execute necessary agreement in this regard on bank approved format.

APPENDIX-B (Application Form)

APPLICATION FOR EMPANELMENT AS DETECTIVE AGENCY

S.No.	Particulars	Information about the Detective Agency
1	Name of the Agency	
2	Address	
3	Constitution	
4	Names of the Key Persons	
5	Contact Numbers of the Key Persons	
6	E-mail Address	
7	Area of Operation and Specialization	
8	Names of the Banks/Institutions/Bodies empanelled with	
9	Details of past experience*	

10	Details of any special achievement	
11	Whether member of APDI (Association of Private Detectives & Investigators of India), if yes, attach membership proof.	

*** Mention names of the institutions , number of cases handles , since when and how many persons / properties located etc.**

Place:

Date:

Name & Signature

Appendix-C (Financial Details)

Sl. No.	Nature of Task Assigned	Fee Payable
1	On receipt of information about whereabouts of the missing / absconding borrower / guarantor / co-borrower / director etc subject to production of documentary proof/evidence	To be quoted by the applicant
2	For locating properties other than details of which are available in Bank`s records, which may lead to attachment of the same along-with the documentary proof (All the properties in one tittle deed to be considered as one property)	To be quoted by the applicant
3	For providing any other information, which may be helpful for recovery of Bank`s dues e.g information about other businesses, credit facilities from other banks, accounts with other banks including verification of present position of properties as per Bank`s records, subject to production of documentary proof/evidence.	To be quoted by the applicant
4	Payment of reasonable out of pocket expenses may also be sanctioned . Circe Head will be the competent Authority to take a decision for payment of such out of pocket expenses. The Detective Agency to give details of visits/proof of expenditure. Charges to be quoted by the applicant	
5	In case the Detective Agency fails to trace the borrower/guarantor etc.	To be quoted by the applicant
6	In case the Detective Agency fails to trace the property.	To be quoted by the applicant

The applicant/s desirous of applying for may submit the application along with the relevant documents in support of the other requisites by the Bank at the prescribed format at Zonal Office , Durgapur on any working day between 10.15 am to 5 pm,latest by 25.01.2021.