

TOURISM FINANCE CORPORATION OF INDIA LIMITED

Invitation for Empanelment of Business Associates

TFCI, a leading NBFC in wholesale debt business segment invites expression of interest from reputed company/ firm/professionals for empanelment as “Business Associates” for sourcing creditworthy lending proposals across hotel and other sectors. The selection criteria, terms & conditions and other details in this regard may be accessed from the website of the Company at <https://www.tfciltd.com/event-and-update>.

**Indicative Criteria for Empanelment of
Business Associates (BAs) for Sourcing Business**

1. Permitted entities:

- i. Former Bank/FI Officials with business sourcing experience & excellent network in identified geography;
- ii. Established CA/CS firms, Financial Consultants, Hospitality/Sectoral Consultants with atleast 2 years of active operations in identified geography;
- iii. Private/Public Limited Companies engaged in business sourcing for Banks/FIs for atleast 2 years.

2. Fee structure:

- i. TFCI shall provide a service fee equivalent to lower of 0.25% of the loan amount or 25% of appraisal fee charged by TFCI.

3. Selection Criteria:

- i. Have substantial presence in the identified geography and adequate knowledge of credit/lending.
- ii. Not affiliated to any political party.
- iii. Not a defaulter to any Bank/ Financial Institution.
- iv. The organization/employees should not have any criminal record.
- v. Past dealings, if any, with TFCI/other Banks should have been satisfactory.
- vi. Should not be a related party to any director or employee of TFCI.

4. Code of Conduct:

The code of conduct shall inter-alia include the following covenants.

- i. Discharging responsibilities with care, diligence and sensitivity.
- ii. Adhering to extant instructions of TFCI's fair practice code. The BA will refrain from any action that could damage reputation of TFCI and observe strict customer confidentiality.
- iii. The BA shall ensure security and confidentiality of all customer information in their custody or possession.
- iv. The BA shall not sub-contract the business sourcing activity.
- v. BA shall not charge any fee from the prospective borrower directly for services rendered by them on behalf of TFCI.

5. Review/Renewal of Empanelment Agreement:

- i. The services of BA shall be reviewed after every 12 months from date of execution of empanelment agreement.
- ii. If services are found satisfactory on review, TFCI may renew the BA empanelment agreement on terms & conditions as per extant policy of TFCI at that time.

6. Termination of Empanelment Agreement:

- i. The arrangement with BA will be immediately terminated if any of the terms & conditions of the Agreement/Code of Conduct are found to have been violated.
- ii. TFCI has an unconditional right to terminate the empanelment agreement at any time without giving any reason thereof.

7. How to apply:

- i. For empanelment, the applicants are advised to email the complete application (in the format as per the annexure) at business.associates@tfcilttd.com or post the complete application at the registered office of the Company at 4th floor, Tower 1, NBCC Plaza, Pushp Vihar, Sector-V, Saket, New Delhi - 110017.
- ii. In case of any query please send us mail at business.associates@tfcilttd.com

8. General Information:

- i. Before applying for a post, the applicant should ensure that it fulfills the eligibility and other norms mentioned above on the date of application and that the particulars furnished are correct in all respect.
- ii. Applicants are advised to apply within 15 days. TFCI does not assume any responsibility for the applicant not being able to submit their applications within the permissible time period or for any other reason beyond the control of TFCI.
- iii. IN CASE IT IS DETECTED AT ANY STAGE OF ENGAGEMENT THAT AN APPLICANT(ENTITY) DOES NOT FULFIL THE ELIGIBILITY NORMS AND/ OR THAT IT HAS FURNISHED ANY INCORRECT/ FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), THE APPLICATION WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ ARE DETECTED EVEN AFTER ENGAGEMENT, THE CONTRACTS OF THE APPLICANT(ENTITY) ARE LIABLE TO BE TERMINATED.
- iv. The applicant should ensure that the application is strictly in accordance with the prescribed format and is properly and completely filled.
- v. The applicants are advised to keep their e-mail ID active for receiving communication regarding the application.
- vi. TFCI takes no responsibility for any delay in receipt or loss of any communication.
- vii. Merely satisfying the eligibility norms does not entitle the applicant to be eligible for the engagement with TFCI. TFCI reserves the right to call only the requisite number of applicants for the interview after preliminary screening/ short-listing with reference to applicant's qualification, suitability, experience etc.
- viii. TFCI RESERVES THE RIGHT TO CANCEL THE ENGAGEMENT PROCESS ENTIRELY AT ANY STAGE.

Annexure

Application form for Business Associate ("BA")

1. Name of Applicant (Entity): _____

2. Constitution of the Entity: _____
(Individual/Partnership/Company)

Photograph of Applicant
(Individual/Partner/Director)

3. Registration Detail:

Aadhar Number	
Pan No. (Individual/Partnership/Company)	
GST No.(Individual/Partnership/Company)	
Registered with (Partnership/Company)	
Registration No. (Partnership/LLP/Company)	

4. Address of the applicant (entity):

5. Email-ID: _____

6. Mobile/Phone Number: _____

7. BA's City/Territory for Coverage: _____

8. Business Profile of Applicant: _____

9. Rating/CIBIL Detail of the applicant:

Credit Rating (if any)	
CIBIL Score/Rank	

10. Financial Details:

Particular	2024-25	2025-26
Net worth		
Profit after tax		

11. Past association with TFCI, if any: _____

12. Whether Individual or Partner/Director of the Entity is the related party or relative to any director or employee of TFCI (YES/NO): _____

if yes, please provide details: _____

13. Background of the Individual/Partner/Director(Each):

Name (Director 1)					
Age					
Qualification/ Year of passing					
S.No.	Duration		Company Name	Activity/Experience	Comment on relevance of experience for "BA" profile
	From	To			
1.					
2.					
3.					

Name (Director 2)					
Age					
Qualification/ Year of passing					
S.No.	Duration		Company Name	Activity/Experience	Comment on relevance of experience for "BA" profile
	From	To			
1.					
2.					
3.					

14. Market References:

S.No	Referrer Name	Company Name	Designation	E-Mail Id	Mobile No.
1.					
2.					

15. Details of empanelment with any other Banks/FI/NBFC or any other entity:

S.No.	Entity Name	Year of Empanelment	Empanelment Period	Scope of Empanelment/Business Scoured/ Achievement

16. Relevance of past experience for BA profile and any sector and reasons for City/Territorial preference for coverage:

17. I/We hereby provide consent to TFCI to obtain and/or submit my/our information from/to CIBIL/credit information company/information utilities and/or any such institution set up under the provisions of law from time to time, as and when required.

18. I/We declare that the information furnished above is true, complete, and correct to the best of my/our knowledge and belief.

Signature (Individual/Partner/Director): _____

Name and Designation: _____

Date: _____

Place: _____