

Request for being recognised as Valuation Agency for Debt & Hybrid Securities

PART – A

1. Name of the Valuation Agency	
2. Address	
3. CIN / Registration number	
4. Status (<i>Public Ltd. Co. / Pvt. Ltd. Co./LLP etc.</i>)	
5. Net Worth (in INR crores)	Minimum networth requirement is Rs 50 crs <i>(Please attach a Net worth certificate, not more than 3 months old from a chartered accountant, mentioning the membership number of the CA)</i>
6. No. of years of experience in valuation of debt instruments	<i>Please attach an annexure detailing the valuation experience</i>
7. Names of the Directors / Partners	<i>Please attach list</i>
8. No. of employees involved in valuation of debt instruments	<i>Please attach annexure detailing the team structure, individual qualifications, individual and team experience, specifying debt capital market experience, if any</i>
9. Avg. amount valued annually in last 3 yrs (Only INR denominated)	<i>Please provide as annexure detailing the type and range of securities valued i.e. across tenors, across ratings, and across sub-instrument categories such as plain vanilla, structured etc.</i>
10. Current number of active issuers for which valuations is being conducted	<i>Please mention this data with categorization based on industry and criticality of valuation in their respective operations</i>
11. Whether the firm's valuation process is audited by any independent auditors?	<i>Yes/No (If yes, please mention their name & periodicity) Please separately specify separately for external, internal and concurrent audit</i>
12. Current process for carrying out this valuation exercise.	<i>Please outline a detailed workflow / waterfall of valuation, substantiate with data and examples as required</i>
13. Level of automation in the valuation process.	<i>Please specify the systems being used for conducting, storing and audit of the valuations being done. Please specify how technology / systems have been used to strengthen the valuation process</i>
14. Has the co./firm ever been found guilty by any court / regulatory body / self-regulatory organisation / stock exchange for any offence related to securities market in India or abroad?	<i>Yes / No. (If yes, please mention their name & periodicity)</i>
15. Penalties levied, if any, on the entity under any law along with details / reasons for such penalties	<i>(Please provide details in a separate sheet, if applicable)</i>
16. Whether any director / partner or key personnel of the co./firm has been found guilty by any court / regulatory body / self-regulatory organisation / stock exchange for any offence related to securities market in India or abroad?	<i>Yes / No. (If yes, please mention their name & periodicity)</i>
17. Has any director / partner or key personnel of the co./firm been convicted by a court for any criminal offence or any other offence involving moral turpitude or fraud or have been found guilty of any economic offence at any time in the past?	<i>Yes / No. (If yes, please mention their name & periodicity)</i>
18. Has any director / partner or key personnel of the co./firm been associated with any organisation against which SEBI had initiated action of suspension or cancellation of certificate of registration or initiated action under Section 11(B) of SEBI Act or any prosecution launched for acts committed during such person's association as a director or an employee?	<i>Yes / No. (If yes, please mention their name & periodicity)</i>

Declaration:

I affirm that the information given above is true and complete to the best of my knowledge and belief.

Signature _____

Name _____

Designation _____

Telephone / Mobile Number _____

Email Address _____

PART – B
Technical Competence

(Please provide a brief description of the following parameters)

- a) Brief description of the agency team including their professionals background
- b) Brief write up on the methodology followed by the agency, particularly for valuation of debt and hybrid securities (preferably with detailed scenario analysis/ valuation matrix showing value of the security under different market conditions such as rising, stable and falling market conditions in a table along with a suitable graphic representation)
- c) Source of data inputs for the valuation of securities
- d) Brief description of the Agency's governance and risk management standards including review mechanism of the valuation and exceptions handling.
- e) Brief description of the agency's procedures and systems including management of data security/ management of different issuers' non-public information / audit process.

PART – C
Financial Bid

The quote should be given based on the slabs of the AUM (₹crores) of the debt schemes in the format as given below:

Total Debt AUM(₹crore)	Fees for SLV of securities
0-1000	
1001-5000	
5001-20000	
20001-50000	
50001-100000	
100001-200000	
200001 and above	