

The Kapo! Co-operative Bank Ltd., Fort Branch Vithaldas Chambers Ground Floor 8. Homi Mody Street, 16, Mumbai Samachar Marg,Fort,Mumbai-400 001. D-5/STP(V)/C.R.1061/01/05/1973-76 भारत 99377 **126609**  MAY 09 2014

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Rs 0000100/- PB5506

STAMP DUTY **MAHARASHTRA** 

ALD Automotive Private Limited., a company incorporated and registered under the Companies Act, 1956 having its registered office at 3rd Floor, Commercial 1 Office tower, B-Wing, Kohinoor City, Kirol Road, Kurla(West), Mumbai - 400070, hereinafter referred to as "PRINCIPAL" of the first part;

#### AND

PAMAC Finserve Private Limited a Company registered under the Companies Act of 1956; having its Office at A-21, Shriram Industrial Estate, 13, G D Ambekar Road, Wadala Mumbai - 400 031 hereinafter referred to as "the company" (Which expression shall unless the context or meaning otherwise requires shall mean and include its directors for the time being and includes their survivor/s, legal heirs, administrators, executors, successors and assigns) of the Other Part;

#### WHEREAS:

- The PRINCIPAL is in the business of Finance.
- The Company, being in the business relating to customer verification and document verification in connection with processing of retail loans and also the services which are incidental to, represented to the PRINCIPAL that it has the requisite skills, knowledge, experience; expertise and capability to perform the specialized functions and also has trained and experienced personnel possessing the requisite skills and knowledge to perform the functions in terms of this Agreement, and that the Company also provides such services to other financial institutions, PRINCIPALs, companies etc. has expressed its willingness and have agreed to provide its services to the PRINCIPAL on the terms and conditions as provided herein below and the parties have agreed to record in writing the same hereunder this agreement...

### IT IS NOW AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

#### 1. SCOPE OF SERVICES

The Company hereby agrees to provide to the PRINCIPAL and the PRINCIPAL hereby agrees to avail of, from the Company, the services as detailed in Schedule 1 annexed herewith (hereinafter referred to as "the said services") the Company shall carry out the said activities according to the highest standards as may be required by the PRINCIPAL from time to time. The Company shall carry out the said activities under this agreement to the utmost satisfaction of the PRINCIPAL

#### 2. **TERM AND TERMINATION**

This agreement shall be valid for a period of 12 months commencing from the date of execution of this agreement i.e. from 1st April 2014 to 31st March 2015 unless otherwise terminated earlier.

Notwithstanding the above, this agreement can be terminated by either party by giving not less than 30 days prior written notice to the other party.

#### 3. CONSIDERATION

The payments to be made to the Company shall be inclusive of all days and Govt. levies, present and future, but exclusive of Service Tax, which shall be shown separately in the invoice raised by the company and the PRINCIPAL shall not be entitled to pay any other tax and other amounts due to any statutory and/or regulatory authority with respect to the

same. The PRINCIPAL shall however, be entitled to deduct income tax at source before making the payment to the Company.

The Company shall be paid as per the Schedule of Charges annexed hereto as Schedule II by way of consideration for rendering the said services. The parties to this agreement can modify the charges by an instrument in writing duly executed by both the parties.

### 4. OBLIGATIONS OF THE COMPANY

The Company shall:

- a. Engage requisite number of personnel to facilitate rendering of the said services in an efficient and timely manner besides employing sufficient supervisory personnel to supervise the work of its employees,
- b. Take the requisite Insurance policies and in particular relating to forgery by and fidelity of the personnel employed by it.
- c. Be responsible and liable for payment of salaries, provident fund and other dues of the employees who are employed by it for rendering the said services and shall maintain books of accounts, records, documents, etc., and comply with all statutes, rules and regulations applicable to it or employees employed by it for fulfillment of the terms of this agreement.
- d. The Company's employees shall be in its direct control and supervision. The Company shall be free to transfer its employees / staff in accordance with the Company's needs.
- e. Comply with the provisions of all laws and rules made there under and in particular all the relevant labor laws and taxation laws in force from time to time.
- f. The Company hereby agrees to indemnify and hold the PRINCIPAL save and harmless from and against any liabilities arising out of any labor statues, all taxes, additions to tax, penalties and interest thereon assessed by any Government or other authorities / officials and all liabilities, costs, charges, including reasonable legal fees incurred in defense of such assessment.
- g. The Company shall render true and faithful services to the PRINCIPAL from the date of appointment and shall follow all instructions issued by the PRINCIPAL with respect to such services with due diligence.
- h. It shall perform verification services through its employees in a lawful manner and shall not engage in any unfair or misleading practices or resort to any forcible, oppressive, vindictive, illegal or criminal means and shall not engage in any conduct or practice which harasses, oppresses or abuses the proposed borrower or any person in connection with verification services. The Company shall engage requisite number of personnel to facilitate rendering of the said services in an efficient and timely manner besides employing sufficient supervisor personnel to supervise the work of the employees.
- i. It shall not collect or attempt to collect any information/documents that it is not authorized to collect under the directions of the PRINCIPAL or applicable law.
- j. The Company shall always endeavor to promote the interests of the PRINCIPAL and observe honesty in the dealing with the PRINCIPAL. The Company shall observe professional integrity in their performance, and shall ensure that no complaints are made against it/him by any person with respect to this Agreement

- k. The Company understands that it is representing the PRINCIPAL while dealing with the PRINCIPAL's customers and outsiders in connection with discharging services UNDER THIS agreement and shall show courtesy, forbearance and good temper at all times.
- l. The Company shall not collect and receive any monies from any customers of the PRINCIPAL or from any other person with respect to the services being rendered under this Agreement.
- m. The Company shall allow the PRINCIPAL and its representative's reasonable opportunity to inspect its premises during business hours for verification of quality of the service, infrastructure, accounting, information keeping processes, stationery and other product or term available and being used in connection with services rendered by it. The inspection shall not be construed as the statutory internal audit of the Company. Further, the Company shall allow PRINCIPAL to make such random checks of its facilities, records, operations and procedures relating to this agreement as PRINCIPAL considers necessary and appropriate.
- n. The Company shall notify to the PRINCIPAL in writing of any change in the ownership, management of the company within three business days of such change.
- o. The Company shall be impartial in dealing with outsiders with respect to this Agreement and shall not indulge in any type of discrimination on the basis of caste, sex creed and religion.
- p. The Company acknowledges that the information/documents procured from the proposed borrower shall always remain the property of the PRINCIPAL and shall have no right or lien over the same that may come in its possession.
- q. The Company agrees that it shall be liable both for civil and criminal action if the particulars/data/information provided by it is incorrect/false or partly correct.
- r. The Company shall follow the due process of law while discharging duties under this Agreement and shall not indulge in any illegal and unethical activities.
- s. The Company is aware that the PRINCIPAL is bound by the Reserve PRINCIPAL of India guidelines regarding all its Business, and the Reserve PRINCIPAL of India, as regulator is entitled to have access and inspect all the records of the Company with respect to this Agreement. The Company shall extend full cooperation to the Reserve PRINCIPAL of India in this regard.
- t. The Company shall return all data, documents and records pertaining to this Agreement, including third party information back to the PRINCIPAL upon termination of this Agreement or upon the PRINCIPAL calling upon it to do so.

# TAXES, IMPOST, LEVIES AND OTHER LEGAL COSTS

The Company shall agree that all kinds of tax, impost, levies, cess whether statutory or governmental and or otherwise either imposed or levied or chargeable by reason of the services provided/rendered by it in performance of its obligations under this agreement and or any payment due under this agreement from the PRINCIPAL including but not to any legal cost, expenses, damages and or other monies suffered and or incurred shall be exclusively borne by the Company paid explicitly without claiming any reimbursement whatsoever from the PRINCIPAL.

# 5. AUTHORITY/ CONFIDENTIALITY

The Company agrees that all tangible and intangible information received / gained / obtained / developed or disclosed including all documents, data, applications, negotiable instruments, papers and statements and any business / customer information and trade

secrets of the PRINCIPAL, relating to its business practices or critical to its competitive position in the market place in connection with the performance of this agreement as deemed by the PRINCIPAL, shall be kept confidential (" hereinafter referred to as the " Confidential Information").

Use of the Confidential Information is subject to the discretion of and authority of the PRINCIPAL, and that the Company shall ensure that the Confidential Information is not used or permitted to be used in any manner incompatible or inconsistent with that authorised by the PRINCIPAL even after the term of this agreement and that the Company shall be responsible / accountable for any act/deed done to the contrary and indemnifies the PRINCIPAL for any loss/damage that may be caused to or suffered by the PRINCIPAL. On the expiry or termination of this Agreement, the Company shall hand over or cause to be handed over all the Confidential Information, relevant documents and all other related materials in its possession to the PRINCIPAL.

The Company shall safeguard the Confidential Information and take all the necessary action to protect it against misuse, loss destruction, alterations or deletions thereof.

In the event of a breach or threatened breach by the Company of the aforesaid clause, monetary damages may not be an adequate remedy; therefore, the PRINCIPAL, shall be entitled to injunctive relief to restrain the Company from any such breach, threatened or actual. This article will remain in force even after termination of this agreement.

### 6. REQUIRED DISCLOSURE

If the Company is directed by a Court Order, subpoena or other legal or regulatory direction / request or similar process to disclose information recorded on any documents or disclose any Confidential Information, it shall so notify the PRINCIPAL in writing, in sufficient detail immediately upon receipt of such Court order, subpoena, legal or regulatory request or similar process, in order to permit the PRINCIPAL to make an application for an appropriate protective order (which the PRINCIPAL may pursue at its own expense). Such notice shall be accompanied by a copy of the Court order, subpoena, legal or regulatory direction / request or similar process. The Company shall give an opportunity to the PRINCIPAL for a period of three days to move the appropriate Court in appeal to obtain a stay order if the PRINCIPAL so desires.

## 7. NON - PERFORMANCE OR DEFAULT

Without prejudice to the provisions of Section 2, the PRINCIPAL may terminate this agreement with immediate effect by given written notice to the Company under the following circumstances

- 1. If the Company commits any breach of any of the terms and conditions of this Agreement, or in the opinion of the PRINCIPAL, the performance of the Company is not acceptable.
- 2. If the Company and/or any of its agents or employees engage in fraud or other illegal or unethical activities, or in any activities which the PRINCIPAL, in its reasonable judgment, believes could adversely affect the reputation of the PRINCIPAL;
- 3. If the Company, being a company enters into liquidation, whether compulsory or voluntary, or makes an assignment for the benefit of or compound with its/his creditors, or have a manager or a receiver appointed in respect of its assets, and/or any part of its Business.
- 4. The Company being disabled to render services under this Agreement due to the revocation of the licence or any other authorization granted to the Company by any statutory authority.

- 5. The Company breaches the terms of Confidentiality Clause of this Agreement
- 6. Any event triggering the indemnity Clause of this Agreement occurs.
- 7. This Agreement being rendered invalid due to operation of any law.
- 8. The PRINCIPAL changes its policy in respect of provision of this Agreement if the rendering of such Services is found to be detrimental to the interest of the PRINCIPAL.

The PRINCIPAL's right to terminate this Agreement as above, shall be in addition to any other rights or remedies that the PRINCIPAL may have under this Agreement, and at law or in equity, as a result of the Company breach of this Agreement.

### 8. INDEPENDENT SERVICE PROVIDER

This agreement is on a principal to principal basis and does not create any employer - employee relationship.

The Company shall provide the said services hereunder as an independent service provider and nothing contained herein shall be deemed to create any association, partnership, joint venture or relationship of principal and agent or master and servant, or employer and employee between the PRINCIPAL and the Company and/or the personnel assigned/provided/deployed by the Company or provide either party with the right, power or authority, whether express or implied to create any such duty or obligation on behalf of any of them. The Company acknowledges that its rendering of the said services is solely within its control subject to the terms and conditions agreed upon and agrees not to hold itself out to be an employee of the PRINCIPAL or any subsidiary or affiliate thereof.

The Company further undertakes to indemnify and hold the PRINCIPAL free and harmless from any loss, claim, damage, costs or expenses, including reasonable attorney's fees, to which the PRINCIPAL may be subjected, by virtue of any finding related to an employer / employee relationship between the Company and the PRINCIPAL in any proceedings initiated by the Company and / or the personnel assigned / provided/ deployed by the Company for rendering of the said services.

The Company's personnel, employees, agents, etc., have no authority / right to bind the PRINCIPAL in any manner. It is also clarified that the personnel employed by the Company will be governed by the terms of the Company's employment and the Company alone shall be responsible for taking such fedility insurance in respect of its personnel and or representatives and shall remain exclusively liable at all times to the PRINCIPAL in the event of any adverse claims of whatsoever nature made on the PRINCIPAL by the Company's personnel, employees, agents, etc.,

# 9. NOT EXCLUSIVE AGREEMENT

It is expressly agreed and understood between the parties hereto that this agreement is on non - exclusive basis and the Company does not have any exclusive right to provide the said services set out in clause 1 to the PRINCIPAL and that the PRINCIPAL is free to engage as many companies / Companys, whether similar or otherwise, to provide such services and enter into agreements with any other person, Company, organisation, as may be deemed fit by the PRINCIPAL. The Company shall also be at liberty to secure assignments from any other body corporate or PRINCIPAL.

### 10. PUBLICITY

The Company, its employees, agent's etc., shall not use the name, trademark and / or logo of the PRINCIPAL in any sales or marketing publication or advertisement or in any other manner without prior written consent of the PRINCIPAL.

#### 11. ASSIGNMENT

The Company shall not assign any of its responsibilities contained in this agreement to any agent, sub - agent without prior written permission of the PRINCIPAL, which the PRINCIPAL may deny in their absolute discretion.

#### 12. PROPRIETARY RIGHTS

The Company agrees that the work product including but not limited to all information, reports, studies, computer programs and systems, object or source code, flow charts, diagrams, and other tangible material of any nature whatsoever produced by it or as a result of any of the Services rendered hereunder shall be the sole and exclusive property of the PRINCIPAL and in furtherance thereof, the Company hereby irrevocably grants, assigns transfers to the PRINCIPAL all rights, title and interest of any kind in any work product produced in pursuance to this agreement. The Company shall not be entitled to make use of any of the materials except as may be expressly permitted in this agreement.

#### 13. WARRANTY

The Company further warrants to the PRINCIPAL that the materials, documentation, analysis, data programs and services to be delivered or rendered hereunder, will be of the kind and quality designated and shall meet specifications as determined in the PRINCIPAL's sole and exclusive discretion.

#### 14. COMPUTER / SYSTEMS USE

The PRINCIPAL shall provide the Company the requisite documents, forms, papers, cards and other material to enable the Company to provide the said services. The Company shall arrange to make the data entry as per the specifications that may be given by the PRINCIPAL from time to time. The Company shall provide / furnish to the PRINCIPAL the necessary / relevant data and Management Information Reports as may be required by the PRINCIPAL from time to time.

#### 15. INDEMNIFICATION

- a. The Company shall fully indemnify and hold harmless the PRINCIPAL against any liability, loss, claim, penalties, costs, expenses directly or indirectly incurred or suffered by the PRINCIPAL, arising on account of any act, commission or omission attributable to the improper handling of the PRINCIPAL's documents and property or to the negligence of any person of the Company which has resulted whether on account of breach of any of the conditions of this Agreement by the Company and or its employees; of on account of any disclosure of the confidential information or otherwise howsoever:
- b. The Company shall compensate the PRINCIPAL for any loss and/or damages caused to the PRINCIPAL as a consequence of misconduct or negligence of all or any of its employees, representatives of any individual assigned for the performance of the services under this Agreement. In the event of such a claim for loss or damages being made by the PRINCIPAL, the PRINCIPAL shall be entitled to adjust such amounts as claimed against the future or outstanding payments due to the Company. Any such claim for loss an d/ or damage made by the PRINCIPAL shall not amount to a waiver of the PRINCIPAL's right to terminate this Agreement or any of the other rights available to the PRINCIPAL either under this Agreement or otherwise howsoever

Any loss, misappropriation, misuse or damage of or to any confidential information or documents or property of the PRINCIPAL etc. for any reason whatsoever (including force majeur) occurring while the same are in the possession (including all kinds of constructive possession) or custody of the Company and or its Personnel/representatives or within the control of the Company and or its Personnel/representatives.

Any claims, liabilities, damages, losses, costs, charges, expenses, proceedings, and actions of any nature whatsoever made or instituted against or caused to or suffered by the PRINCIPAL directly or indirectly by reason of:

- c. Any wrongful, incorrect, dishonest, criminal, fraudulent or negligent work, misfeasance, bad faith, disregard of its duties and obligations hereunder, service, act or omission of or by the Company or any of its Personnel.
- d. Any theft, robbery, fraud or other wrongful act or omission by the Company or its Personnel.
- e. Any breach of the provisions of this Agreement by the Company or its Personnel.
- f. Any claim by the Personnel employed by the Company against the PRINCIPAL (including any labour related claim such as a claim that the Personnel should be employed by the PRINCIPAL).

The Company shall be liable for any change in quality of the services undertaken hereunder this agreement. Any such change shall be construed as loss whether direct or indirect and the PRINCIPAL shall reserve the right to and shall be entitled to claim reimbursement from the Company.

- g. The Company agrees to indemnify and hold the PRINCIPAL harmless from any loss, claim, damage, costs or expense of any kind including reasonable attorney's fees to which the PRINCIPAL may be subjected by virtue of a breach of any terms/obligations/ warranty provided in this agreement.
- h. Any loss or damage incurred by the PRINCIPAL and/or any party on account of failure upon the part of the Company to take adequate security measures with respect to the data available with the Company.
- i. Any claim made upon and any action taken against the PRINCIPAL by any statutory authority or Court on account of the Company continuing with the services being rendered under this Agreement, after receipt of a prohibitory order from a statutory authority or Court, provided that no claim shall lie against the Company in the event of the notice of such prohibitory order not being served upon the Company

The PRINCIPAL being entitled to be indemnified pursuant to the provisions of this Agreement, the PRINCIPAL shall also be entitled to and accordingly, debit the Company's accounts held by the PRINCIPAL with any of the branches of the PRINCIPAL. On account of such loss, irrespective of any dispute that the Company may have in respect of such payments and loss.

The indemnities under this Clause are in addition to and without prejudice to the indemnities given elsewhere in this Agreement.

### 16. LIMITATION OF LIABILITY

a) The Company shall be liable to the PRINCIPAL for all or any claims, damages and expenses of any nature whatsoever arising directly or indirectly from any negligent, dishonest, criminal or fraudulent act of any individual assigned for the performance of the services under this Agreement and / or for any loss and /or damage caused to the property of the PRINCIPAL, in particular to the PRINCIPAL's documents, items etc while in its possession.

b) The Company shall be liable for any indirect, special or consequential damages to the PRINCIPAL, which may arise as a result of non-performance or contravention of all or any of the terms and conditions under this Agreement. In the event of any such damages occurring to the PRINCIPAL, the Company shall be entitled to adjust the amounts so claimed as damages against the future payments due by the PRINCIPAL to the Company.

## 17. SERVICE STANDARDS

The Company shall employ its best efforts to meet the PRINCIPAL's job / task deadlines and the documentation standards. The Company shall discuss and review the progress, status of the current assignment, on a regular basis as and when required with the PRINCIPAL.

### 18. GENERAL PROVISIONS

- a. Paragraph Headings: Paragraphs headings are for convenience only and shall not be a part of the Terms and Conditions of this Agreement.
- b. Waiver: Failure by the PRINCIPAL at any time to enforce any obligation by the Company or to claim a breach of any term of this agreement or to exercise any power agreed to hereunder will not be construed as a waiver of any right, power or obligation under this agreement and it will not affect any subsequent breach and will not prejudice the PRINCIPAL as regards any subsequent action.
- c. Severability: If any term or provision of this agreement should be declared invalid by the Arbirtrators, the remaining terms and provisions of this agreement shall remain unimpaired and will remain in full force and effect.
- d. Modification: No modification, waiver or amendment of any term or conditions of this agreement shall be effective unless and until it shall be reduced to writing and signed by the PRINCIPAL and the Company.

### 19. ARBITRATION

- All disputes between the parties hereto shall be referred to a sole Arbitrator appointed by the PRINCIPAL. The Arbitral proceedings shall be conducted as per the provisions of the Arbitration & Conciliation Act 1996. The venue of such arbitration shall be Mumbai. The proceedings shall be conducted in English.
- 2. This Agreement shall be governed by Indian laws, and shall be subject to the jurisdiction of the courts in Mumbai.

# 20. COMPLETE AGREEMENT

This agreement supersedes any and all agreements, contracts or addenda relating to the said services by the Company. This agreement is entire in itself and cannot be changed or terminated orally. No modification of this agreement shall be binding unless communicated in writing and signed by the PRINCIPAL and the Company.

#### 21. RIGHTS OF THE PRINCIPAL ::

- The PRINCIPAL shall be entitled to conduct audit and inspection of the records and documents held by the Company by itself or through a third party, with respect to the services discharged by the Company under this Agreement in such intervals as the PRINCIPAL may desire.
- 2. The PRINCIPAL is at liberty to call for any statements and MIS from the Company as and when required.
- 3. The PRINCIPAL shall inspect the records of the Company or appoint any person for inspection of records at any point of time.
- 4. In the event of the Company not performing duties to the satisfaction of the PRINCIPAL, or being unable to perform its duties, the PRINCIPAL shall be entitled to transfer the work supposed to be done to another person, and shall be entitled to recall for all the documents and records from the Company.
- 5. The PRINCIPAL shall be entitled to exercise right of lien and set off over the fees payable to the Company under this Agreement by the PRINCIPAL for any loss caused to the PRINCIPAL due to the acts of the Company, and for all the amounts to which the PRINCIPAL is entitled to as per the provisions of Clause (7).

### 22. REPRESENTATIONS OF THE COMPNAY::

- All the actions of the Company are in accordance with laws and regulations and they do not violate any law or act, unlawfully leading to claims against the PRINCIPAL.
- 2. The Company possesses all the necessary approvals, licenses and authorizations from the statutory authorities, and as required by the relevant laws, and ha been complying with all laws and regulations.
- 3. The Company has the entire required infrastructure to carry out the work assigned to it by the PRINCIPAL.

### 23. NOTICES::

Notices, writings and other communications, under this Agreement may be delivered by hand, by registered mail, by overnight courier service, or facsimile to the addresses and numbers specified as follows:-

Notice will be deemed to be given:

- In the case of hand delivery or registered mail or overnight courier, upon written acknowledgement of receipt by an officer or other duly authorized employee, agent or representative of the receiving party;
- (b) In the case of facsimile upon completion of transmission, as long as the sender's report shows successful transmission.

Provided further that in cases of a notice being forwarded by facsimile, a copy of the notice shall also be forwarded by hand delivery, registered mail or overnight courier Services.

The address for notice may be changed by any of the parties, by giving notice to the parties.

IN WITNESS WHEREOF the parties hereto have set their hands unto this agreement of the day, month and year first hereinabove mentioned.

Signed and delivered by the
Within named Company
PAMAC Finserve Private Limited.
at the hands of Mr. Prashant Ashar.
Director
in presence of: SANDSH JADHAV
(Witness)



Signed and delivered by the withinnamed ALD Automotive Private Limited ) at the hands of Mr.

in presence of:

(Witness)

#### **SCHEDULE -- I**

#### **SCOPE OF SERVICES -**

### **RCU Services: Screening And Sampling**

- PAMAC sampler will be visiting ALD Automotive Branch office on specified time on intimation.
- Sampler will screen all the logged in files and pick up the samples as per specifications given by ALD Automotive.
- Sampled documents to be verified and reports to be submitted by PAMAC to ALD in 48 hours.
- Daily MIS to be shared by PAMAC.

### **Document Collections Services:**

- ALD Automotive will provide the list of Documents along with the Dealer information from where said documents need to be picked up.
- PAMAC executive will visit the Dealer office and pick-up the document.
- Basic checks of picked-up documents will be done by PAMAC Executive. Discrepant documents to be return to dealer and rectified document to be collected again.
- Scan image of collected Documents to be sent to ALD by next day morning.
- Hard Copy of collected Documents to be courier to ALD Mumbai office as per specification given by ALD Automotive.
- Daily MIS to be shared by PAMAC.

### **CPV Services:**

- ALD will provide Customer details (Name, address and contact number) to PAMAC
- PAMAC will Visit at the Given address and will do the Residence / Office Verification.
- PAMAC to provide Verification Report to ALD in Specified format in 48 Hours.
- Daily MIS to be shared by PAMAC.

### Schedule of Charges

## **CPV** Activity:

Address Verification

: Rs. 100/- Per Check.

Tele Verification

: Rs.12/- Per Check.

### **Document Pick-up Activity:**

Visit Charge

: Rs.125/- Per Visit.

Document Pick-up

: Rs.15/- Per Document.

Courier Charges

: Actual + 15% Service charge

## **RCU Activity:**

Sr. No.	Type of Check	Rate in Rs?	HTATE
1	Sampler - Full time	15000	Per Month
2	Sampler - Part time	7500	Per Month
3	Sampler - On call	400	Per Visit
4	ITR verification	125	48 Hours
5	Bank ST	100	48 Hours
6	Sal Slip	100	48 Hours
7	F 16	100	48 Hours
8	Financial Check	750	48 Hours
9	Address proof (Utility Bills )	100	48 Hours
10	Address proof Ration card	150	48 Hours
11	ID Proof ( Pan Card / Voters ID )	100	48 Hours
12	ID Proof ( DL / Passport )	350	48 Hours
13_	Profile Check ( Discreet and Open )	350	48 Hours
14	RC Book	250	48 Hours
15	Invoice	125	48 Hours
16	Asset verification	1.25	48 Hours
17	Share Certificate	125	48 Hours
18	Other Documents	200	48 Hours
19	DSA Verification	450	48 Hours

# NOTES to proposal:

- Service Tax as Applicable.
- Above rates are applicable for PAMAC Locations only.
- RCU screening services are available in PAMAC Branch Locations where as Verifications services are available in Branch and Spoke locations.
- Sampler on call will be available on specified time as on day when files are logged in. Call to be logged in before 3 Hours of specified time at least.
- Activity will only start once we have a Legal Agreement in place.
- Payment terms are considered max 15 days from receipt of bills from our end.