M/S Alfa Ingot

File No.	RKA/DNCR/......./............
Date of Receiving	
File Receiver Name	Deepak Joshi

VIS(2024-25)-P1507-455-627

rk ASSOCIATES
REINFORCING YOUR BUSINESS
VALUERS & TECHNO ENGINEERING CONSULTANTS (P) LTD.

CASE COLLECTION FORM
(Version 5.0)
Date of implementation: 9.02.2011 | Last Revision: 30.01.2020 | Latest Revision: 31.10.2020

Items	Assigned To	Assigned to Date	To be completed by date	Submitted On date	Grade	HOD Engg. Signature
File Received By	Deepak	NA	NA			
Survey	—					
Preparation						

A - Very Good, B - Satisfactory, C - Average, D - Poor, E - Extremely Poor

File Returned to HOD Engg. unprepared due to reason	☐ Survey not done properly, ☐ Survey Form not properly filled, ☐ Market survey for rates is not properly done, ☐ Identification is not clearly done, ☐ Measurement is not properly done, ☐ Photographs not clearly taken, ☐ Selfie/ Owner or owner representative photo not taken, ☐ Owner/ owner representative signature not taken, ☐ Google Map not taken, ☐ Survey summary sheet not filled
In case File is returned by the preparer - HOD Engg. comment & Signature	☐ Minor defects in the survey hence approved for preparation with warning to Surveyor. Report preparer to collect the missing information on his own. ☐ Major defects in the survey. Survey has to be done again.

GENERAL DETAILS

1.	Proposal/ Work Order or Ref. No.	
2.	Type of Service	☐ Valuation Report, ☐ Construction cost estimate, ☐ Cost vetting certificate ☐ Other CE Certificates, ☐ TEV Report, ☐ LIE

3.	Type of customer	☑ Bank	☐ PSU	☐ NBFC	☐ Corporate
		☐ Company	☐ Private client	☐ Direct client through Bank	

4.	Bank/ FI/ Organization Name & Address	SBI, SME Branch, Roorkee, Dist. Haridwar

5.	Case Allotment Officer/ Fees paying party Details	Name	Contact Number	Email Id
		Nishant Longani	9643574670	Nishant.longani@sbi.co.in

6.	Case Type	☐ Case for Fresh Account	☐ Case for exiting account/ customer

7.	Fees Details	Amount of Fees	Advance Amount if any	Fees will be paid by	
		10000+GST		☑ Bank	☐ Customer

8.	Billing Details	Billed To Party Name	GSTIN