

REQUEST FOR PROPOSAL

for

**Specialised Certificate Programme -
*Valuation Surveyor***

INTRODUCTION:

Specialised Certificate Programme - Valuation Surveyor, is a highly beneficial training program, organised by Institution of Valuers (IOV), in association with CRTE Foundation, to nurture and empower the workforce to assist the Valuers in their smooth functioning.

Through this course, IOV is contemplating to contribute towards the nation building by making the youth skilful and well-equipped with vocational and professional skills. Highlights of the Programme Promoting the Valuation profession amongst the future generation by up-skilling them in the field of Valuation. *Detailed brochure is attached herewith.*

COURSE OUTLINE:

1. Course/curriculum material shall be provided
2. Faculties, if required
3. Support for managing online classes
4. Certification by IOV

SCOPE OF THE PROJECT:

Individuals/Entities who are willing, and are well-equipped to train the candidates for Valuation Surveyor Course.

The Individual/organisation are required to have following to be eligible to accept this proposal, including but not limited to:

1. Experienced Faculties
2. Training Centres
3. Internship/placement Opportunity for candidates
4. Minimum 15 candidates who are willing to enrol in this course

PROPOSAL SUBMISSION DEADLINE:

The proposal of interest must be received by on or before 30th September 2023 to chart out the necessary policies to proceed further.

SELECTION CRITERIA:

The proposal will be evaluated based on the following criteria:

- 1. Facility Information:** Provide details about the physical classrooms and facilities you can offer.
- 2. Faculty Expertise:** Share information about your faculty members who will lead the program.
- 3. Marketing Strategy:** Outline your plan for promoting the program to attract a minimum batch of 25 participants.
- 4. Timeline:** Specify when you can commence the program.
- 5. Financial Proposal:** Detail the financial arrangement, including costs associated with organizing the program.

Your participation is highly valued and we believe that together, we can contribute to the professional development of aspiring valuers.

In case of any discrepancies or queries, feel free to contact us.

Regards,
Team IOV



Institution of Valuers

A Pioneer Organization in Valuation Profession since 1968



CRTE Foundation

Empowering nation's progress through Research & Education



Specialised Certificate Programme

VALUATION SURVEYOR

Programed by



Bureau of
Valuation Studies

About The Course

Specialised Certificate Programme - Valuation Surveyor, is a highly beneficial training program, organised by **Institution of Valuers (IOV)**, in association with CRTE, to nurture and empower the workforce to assist the Valuers in their smooth functioning.

Through this course, IOV is contemplating to contribute towards the nation building by making the youth skilful and well-equipped with vocational and professional skills.

It is well known fact that conducting Valuation is a complex procedure and calls for in-depth knowledge in a variety of areas, including legal, financial, technical and others. Accordingly, this Course offers comprehensive insights and practical exposure to all the aspects of Valuation.

Valuers & Valuer Entities can actively contribute to the advancement of the Valuation Profession not only by enrolling their staff for this Course but also by spreading awareness about the same.








Aims and Objectives of the Course

- ✓ Fulfilling the aspiration for innumerable and diverse career opportunities.
- ✓ Creating and capacitating a workforce in Valuation.
- ✓ Promoting the Valuation profession amongst the future generation by up-skilling them in the field of Valuation.
- ✓ Filling the gap in the profession for quality and quantity of experienced personnel required by the valuer of all asset classes.

Eligibility Criteria

10+ 2 / ITI / Diploma or above with minimum 18 years of age.

Highlights of the Programme

	Section-wise Online and in person learning as per schedule.		Expert faculty with decades of experience in Valuation Profession.
	Certificate of Valuation Surveyor from Institution of Valuers (IOV)		Beginner friendly, no prior qualification of valuation
	Guaranteed Internship and placement		Study material
			Section-wise structured examination

Assessment

- ✓ Participants can appear for the examination section/sub-section-wise after the completion of the respective section/sub-section by paying applicable examination fees.
- ✓ Mode of examination shall be online and shall be a combination of objective-type and descriptive-type, depending on the nature of the particular section.



Mode and Duration

Mode - Hybrid

Duration of Course - 3 to 6 Months

Duration of Internship - 6 months (For participants already employed and working with Valuers, they have to submit the proof of their employment.)



Timings of the Classes

Online Classes- Saturday (3-4 hours/day)

Personal Contact Programme (PCP) – 3 days at the end of the Course at a venue to be decided at that time

Curriculum of the Course

THEORETICAL

- Orientation/Introductory Session

1. Computer Proficiency- Soft Skills

2. Language Proficiency & Communication Skills

3. Basics of Valuation

4. Laws Related to Valuation

Concept of Value

Methods of Valuation

5. Valuation

Land & Building

Plant & Machinery

Financial Assets

6. Data Collection & Management

Classification

Analysis

Report Writing

PRACTICAL EXPERIENCE

7. Internship at 6 Months - Participants shall submit Assignment and Site Inspection Report

Certification

1. **On Enrolment :**
Student membership of Institution of Valuers (IOV)
2. **On Passing the Section/Subsection!**
Certificate of credits Earned
3. **On Completion of Course & Passing of all the sections/subsections and completion of internship**
Certificate of Valuation Surveyor by IOV

Fee Structure

The one-time enrolment fees of this course is Rs. 2,500 + GST.

S. No.	Particulars	Course Fees in INR (Plus GST)	Special Provision
01	Computer Proficiency- Soft Skills	*	Attending Section 1 and/or Section 2 shall be exempted for the Participants who have already studied these sections and on submission of relevant certificate
02	Language Proficiency & Communication Skills	1000	
03	Basics of Valuation	3000	
04	Laws Related to Valuation	3000	
05	Valuation	3000	
06	Data Collection & Management	2500	

** To be acquired separately.*

- ✓ **Examination fees of INR 500 (inclusive of GST)** of each attempt for each section or subsection.
- ✓ **Special Discount of 18%**, in case the participant makes the full payment of **Rs. 12,500/-** towards fees of the complete course in the beginning of the course.

Roles and Responsibilities of a Valuation Surveyor

The following roles and responsibilities that are to be performed by Valuation Surveyor:

- Collect and confirm data, conduct discussions with the executives of stakeholders and perform additional research, if necessary.
- Assist in the preparation of valuation reports under the guidance of a Valuer, including entering data in the property database and taking pictures of the subject and comparable.
- Prepare documentation, complete analysis and research on appraisal assignments.
- Research market area, analyse current transactions and how they compare to the subject property.

Sectors that use Valuation


- ✓ Real Estate
- ✓ Banking or Financial Institutions
- ✓ Taxation
- ✓ Industry Specific
- ✓ Insurance
- ✓ Government or Regulatory Bodies
- ✓ Litigation
- ✓ Agriculture
- ✓ Non-Profit or Charitable
- ✓ Other Sectors

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