



অসম গ্রামীণ বিকাশ বেঙ্ক ASSAM GRAMIN VIKASH BANK

(A joint undertaking of Govt. of India, Govt. of Assam & Punjab National Bank)

Head Office: Adams Plaza, Christian Basti, Guwahati –781005 (Assam)

Phone No : 0361-2340018

Web site: www.agvbank.co.in; e-mail: agvbank @ yahoo. co. in

AGVB/PER/GEN/193/78/2024-25

Date: 21.02.2025

NOTICE

It is for information of all concerned that, the roll nos. of the candidates allotted by IBPS to Assam Gramin Vikash Bank under CRP RRB XIII for the posts of Office Assistant (M) - Customer Service Associate (CSA) (In term of 12th BPS, designation of Office Assistant (M) in the Bank is changed) are to undergo Photo, Iris & Document verification/ Pre Joining formalities on **11.03.2025** which will be held in **Vivekananda Kendra Institute of Culture, Uzanbazar, MG Road, Guwahati-1** as per time schedule mentioned in **Annexure B**.

Candidates will have to get themselves duly examined by **Apollo Medical Centre, Subham Building, Block-H, adjacent to NEEPCO building, R.G. Baruah Road, Guwahati** on **10.03.2025** as per Annexure A (Medical Certificate format is enclosed as Annexure C). The cost incurred towards medical test is to be borne by the candidate concerned.

SL No	Post	Date	Activity	Venue
1	Office Assistant (M)- CSA	10 th Mar 2025	Medical Check up	Apollo Medical Centre
		11 th Mar 2025	Pre joining formalities / Execution of Bond	Vivekananda Kendra Institute of Culture, Uzanbazar, M G Road, Guwahati 781001

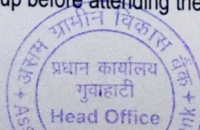
Only those candidates, whose pre joining formalities are completed successfully will be issued offer of appointment. Posting orders will be sent through individual mail to the candidates who will accept our offer and a list will be uploaded in Bank's website along with the information of joining date.

It may please be noted that candidates should come prepared on the day of Photo, Iris & Document verification /Pre Joining formalities with the following documents/certificates in original along with the photocopies of the same:

- Print out of the original e-mail / notice sent by IBPS, Mumbai intimating about one's allotment to Assam Gramin Vikash Bank for offer of appointment in the post concerned.
- Print-out of the filled-in application form with photograph, duly signed.
- Secondary School Certificate/School leaving certificate for proof of age.
- Mark sheet (Year wise) showing specifically the subjects studied including the local language of the state and certificates in support of educational qualification viz. SSC/HSC/Graduation/Post graduation/ Professional/Research qualification, etc.
- Caste certificate from the Competent Authority in prescribed format in case of candidates belonging to SC/ST/OBC (Non-Creamy Layer)/EWS. The caste/tribe, for which reservation is claimed, must be in the list of scheduled caste/tribe, OBC, as notified by Government.
- Certificate of Disability issued in the prescribed format by the Medical Board of at least three doctors constituted by the Government clearly specifying the category and degree of disability, in case of differently-abled persons.
- Discharge Certificate/Proforma A for Released/Retired Personnel, in case of candidates serving in the Defense Services.
- Photo identity proof and Address Proof.
- Police verification report for place of domicile and criminal record (to be submitted within 3 months of joining).
- Unconditional and satisfactory discharge/release certificate from present employer, in case of candidates already employed. No lien or quasi-lien service will be accepted.
- Five copies (four passport size and one postcard size) of color photograph similar to that submitted at the time of CRP RRB XIII, signed on the back by a ball pen and name written thereon.
- Any other relevant document.
- Candidates may also approach Apollo Medical Centre Authority for earlier medical health checkup as per convenience of Apollo Medical Centre Authority (contact details 7577005558 / 9706926298).

Other document to be submitted:

- The candidates are required to execute an indemnity bond (format enclosed as Annexure D) on a non-judicial stamp paper of Rs. 1000/- only for continuing of minimum of three years of service, failing which an amount of Rs. 1,00,000.00 (Rupees one lakh) with interest equivalent to Bank's existing MCLR, from the date of breach of the conditions of agreement till payment must be made, apart from giving the employer Bank a three month's/one month's notice (as per Service Regulations of the Bank) intimating his/her intention to resign from the service of the Bank. For this purpose, one "Surety" (preferably natural guardian) must accompany the candidate for signing and execution of the bond on the day of pre joining formalities along with KYC documents of the "Surety" in original and photocopy as well. All candidates should come with the indemnity bond duly typed in stamp paper which will be executed on above date. **Non judicial stamp paper of the state of Assam, without notarized and purchased in the name of the candidate (1st party and Bank as 2nd party) will only be acceptable**
- All Documents like **Specimen Signature Card/ Fidelity and Secrecy Bond/ Biodata/ Application for Digital I-Card** should be completely filled up before attending the pre joining formalities.



General Manager

ANNEXURE A**Roll nos. Of candidates for Medical Check Up on 10.03.2025**

1252002402	1252001747	1262000182	1252006428	1252005579	From 09.30 AM
1252006801	1282000783	1252002292	1252007652	1262000893	
1272001312	1252005232	1252001696	1252006422	1252001574	
1252004682	1252005345	1252007086	1272000975	1252008212	
1252002461	1272001321	1252003343	1252008114	1252007296	
1282001188	1252007743	1252000756	1252000565	1272000081	
1252001745	1242002199	1252006731	1272001439	1242002063	
1272000077	1282000231	1252004770	1252003736	1252002585	
1242002147	1272000059	1252005123	1252002257	1252006363	
1252008293	1252003886	1252006058	1252002022	1272000091	
1252002743	1252005843	1252003131	1272001395	1252007935	
1252002164	1272000422	1242001739	1262001166	1252008101	From 11.30 PM
1252007590	1252000250	1272000847	1252002111	1252007906	
1252001369	1252008424	1252003496	1242000604	1242001635	
1242000108	1252002720	1252003795	1252001679	1252006128	
1252004800	1252007280	1252008129	1252000684	1252000191	
1252002335	1252007365	1242000706	1242000318	1252002539	
1252004121	1252005791	1262001045	1252003403	1242001138	
1242001580	1252000255	1252005435	1252005725	1252005955	
1252001419	1272000069	1282000545	1252002400	1252006005	
1272000326	1272000231	1252001629	1252007827	1252002646	
1272000664	1252001326	1252006225	1252004271	1252003866	
1252000093	1252005632	1252001317	1252007734	1252002845	From 01.30 AM
1252002312	1252001506	1252004695	1282000342	1242000445	
1252007533	1252000530	1252007912	1262001327	1242001600	
1252006154	1252003716	1252004881	1252001686	1252000211	
1242000600	1252000899	1242002012	1252002630	1252005024	
1252006165	1252008583	1272000482	1252005603	1272001053	
1252001409	1242001240	1262000396	1252000404	1252000067	
1252002183	1282000840	1282001221	1252000105	1242000828	
1252003000	1252000963	1242001099	1252006922	1252007625	
1252000140	1242001763	1252004363	1252004329	1252002266	
1262000061	1252006061	1272001146	1272000654	1242001657	
1272000128	1252004276	1282000209	1252003086	1252002958	From 03.30 PM
1252004565	1252005897	1252007943	1252007902	1252003654	
1252001660	1252001289	1252002623	1272001237	1282001153	
1262001303	1252002435	1242001061	1262001124	1252001145	
1252000610	1252003606	1252004042	1252006332	1242000810	
1282000196	1282000856	1252004371	1242001523	1252000594	
1252005277	1252004717	1242000702	1252003388	1252002748	
	1262000087	1252001392	1252007747		

Annexure B

Roll nos. of candidates along with time slot for Document Verification on 11.03.2025

TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	DV TIME
1252002402	1252001747	1262000182	1252006428	1252005579	9.00AM-11.00AM
1252006801	1282000783	1252002292	1252007652	1262000893	
1272001312	1252005232	1252001696	1252006422	1252001574	
1252004682	1252005345	1252007086	1272000975	1252008212	
1252002461	1272001321	1252003343	1252008114	1252007296	
1282001188	1252007743	1252000756	1252000565	1272000081	
1252001745	1242002199	1252006731	1272001439	1242002063	
1272000077	1282000231	1252004770	1252003736	1252002585	
1242002147	1272000059	1252005123	1252002257	1252006363	
1252008293	1252003886	1252006058	1252002022	1272000091	
1252002743	1252005843	1252003131	1272001395	1252007935	
1252002164	1272000422	1242001739	1262001166	1252008101	
1252007590	1252000250	1272000847	1252002111	1252007906	
1252001369	1252008424	1252003496	1242000604	1242001635	
1242000108	1252002720	1252003795	1252001679	1252006128	
1252004800	1252007280	1252008129	1252000684	1252000191	
1252002335	1252007365	1242000706	1242000318	1252002539	
1252004121	1252005791	1262001045	1252003403	1242001138	
1242001580	1252000255	1252005435	1252005725	1252005955	
1252001419	1272000069	1282000545	1252002400	1252006005	
1272000326	1272000231	1252001629	1252007827	1252002646	
1272000664	1252001326	1252006225	1252004271	1252003866	
1252000093	1252005632	1252001317	1252007734	1252002845	01.30PM-03.30PM
1252002312	1252001506	1252004695	1282000342	1242000445	
1252007533	1252000530	1252007912	1262001327	1242001600	
1252006154	1252003716	1252004881	1252001686	1252000211	
1242000600	1252000899	1242002012	1252002630	1252005024	
1252006165	1252008583	1272000482	1252005603	1272001053	
1252001409	1242001240	1262000396	1252000404	1252000067	
1252002183	1282000840	1282001221	1252000105	1242000828	
1252003000	1252000963	1242001099	1252006922	1252007625	
1252000140	1242001763	1252004363	1252004329	1252002266	
1262000061	1252006061	1272001146	1272000654	1242001657	
1272000128	1252004276	1282000209	1252003086	1252002958	03.30PM-05.30PM
1252004565	1252005897	1252007943	1252007902	1252003654	
1252001660	1252001289	1252002623	1272001237	1282001153	
1262001303	1252002435	1242001061	1262001124	1252001145	
1252000610	1252003606	1252004042	1252006332	1242000810	
1282000196	1282000856	1252004371	1242001523	1252000594	
1252005277	1252004717	1242000702	1252003388	1252002748	
	1262000087	1252001392	1252007747		



Annexure C

MEDICAL EXAMINATION REPORT

Candidate proposed to be appointed as

Officer Scale I / Office Assistant (M)

1. Name :
2. Signature of the candidate in full :
3. Date of Birth :
4. Height (with or without shoe) :

GIRTH OF CHEST

- On full expiration :
On full inspiration :
Weight (in Kg.) :
Pulse (Rate, Vel. Tension) :

GENERAL CONFIRMATION

1. Vision :
2. Teeth :
3. Hearing :
4. Lungs :
5. Heart :
6. Liver :
7. Spleen :
8. Tonsil :
9. Hernia :
10. Hydrocele :
11. Glycosuria :
12. Albuminuria :
Any serious type of previous ailment :
IDENTIFICATION MARK :

CERTIFICATE

I consider that the candidate Sri/Smti _____ is of sound health and good physique /
is not suitable physically.

Place:

Date :

(Signature of the Medical Officer)

Designation:

REMARKS, IF ANY:

Regd. No.

(On Non Judicial Stamp of Rs. 1000/-)

Indemnity Bond In Connection with Employment in the Bank

This deed of Indemnity is made and executed on this.....day of.....20.....at...
..... between Mr./Mrs./Ms..... S/o...
D/o/W/o..... a permanent resident of...
....., hereinafter referred to as the
“Employees” which expression shall include his heirs, legal representatives, successors,
executors, administrators and assigns of the FIRST PART.

AND

Mr./Mrs./Ms.....S/o D/o W/o....
..... a permanent resident of
.....hereinafter called the “Surety” which term shall include his heirs,
legal representatives, successors, executors, administrators and assigns of the SECOND
PART.

AND

Assam Gramin Vikash Bank, a body constituted under the Regional Rural Bank Act, 1976
having its Head Office at G S Road, Christianbasti, Guwahati -781005, hereinafter referred
to as the “Employer Bank” which expression shall include its successors in business and
assigns of the THIRD PART.

WHEREAS party of the first part has been selected for appointment as Office Assistant (M)-
CSA in the service of the “Employer Bank”, party of the third part.

AND WHEREAS pursuant to the above selection an offer of appointment containing the terms
and conditions of the appointment has been communicated to the party of the first part vide
letter No.....dated.....

Signature of the party of the first part

Signature of the party of the second part

AND WHEREAS the party of the first part vide his letter dated has communicated his acceptance of the terms and conditions of the above appointment.

AND WHEREAS one of the terms and conditions of the appointment is that the party of the first part has to serve the party of the third part i.e. "Employer Bank" for a minimum period of three years and has to execute a bond in favour of the "Employer Bank" to that effect.

AND WHEREAS the aforesaid terms and conditions of appointment, the party of the first part hereby undertakes to serve the "Employer Bank" for a minimum period of three years.

AND WHEREAS the party of the second part has agreed to stand as surety for the due performance of the terms and conditions of this Bond / agreement by the party of the first part.

NOW THIS INDENTURE WITNESSTH That in consideration of the above the parties herein above do hereby declare, agree and covenant as follows;

1. The party of the first part further undertakes that in case he/she wishes to resign or leave the services of the "Employer Bank" before the expiry of the aforesaid period of three years, he/she has to indemnify the "Employer Bank" the expenditure incurred on his/her training etc. and pay liquidated damages of Rs.1.00 lac together with interest equivalent to Bank's existing MCLR, from the date of breach of the conditions of agreement till payment, apart from giving the employer Bank a 3 month's/1 months' notice(as applicable) intimating his/her intension to resign or leave the service of the "Employer Bank". Further, in case of any breach of notice under clause 10(1) (b) of Service Regulations, 2018 by the party of the first part, Bank has to be compensated with a sum equal to pay of the party of the first part for the period of notice required by party of the first part in addition to liquidated damages of Rs.1.00 lac.
2. If the party of the first part abandons the service of the Bank before the expiry of 3 years and does not report for duty, the "Employer Bank" before the expiry of the period of 3 years, will have a right to terminate the services of the party of the first part for such action without prejudice to the right of the party of the third part to recover the amount of liquidated damages together with interest as undertaken by the party of the first part as stated herein above of this Indemnity Bond along with the conditions specified under clause 10(1)(b) of Service Regulations,2018.

Signature of the party of the first part

Signature of the party of the second part

3. The party of the second part has agreed to stand as surety for the due performance of the terms and conditions of this bond / agreement by the party of the first part.
4. The party of the second part further agrees / undertakes / covenants that in case of commission of breach of terms of this indemnity bond / agreement by the party of the first part, he /she shall jointly and severally pay the "Employer Bank", liquidated damages of Rs. 1.00 lac with interest thereon equivalent to Bank's MCLR along with all expenses, costs and charges from the date of breach of the terms of the bond / agreement till payment thereof.
5. The amount specified above as liquidated damages shall constitute a debt owing to the "Employer Bank" and shall be recoverable from the employee and the surety jointly or severally with interest thereon at the rate specified above from the date of breach of the terms of the bond / agreement till payment along with all expenses, costs, and charges.
6. In pursuance and consideration of the above, the party of the first part and second part and their successors jointly or severally indemnify and keep the Bank indemnified, harmless for the above amount of liquidated damages with further interest, expenses, costs and charges and the said first part and second part jointly and severally and their successors shall also indemnify the Bank the above along with damages which the Bank will incur / suffer due to nonpayment of the same / recovering the same and defending any claim or action or proceeding in this regard.
7. The aforesaid Bond shall remain in full force and effect till the liquidated damages with interest, expenses, and damages are recovered from the first part and second part and their respective successors. In case of payment of the above amount with interest, costs, charges, damages, the said written Bond shall stand cancelled and the first part and the second part and their successors will stand automatically discharged.
8. NOTWITHSTANDING anything contained in this Bond, the "Employer Bank" shall have the right to terminate the appointment / service of the party of the first part by giving him one month's notice or 1 (one) month's salary in lieu of such notice, in case of performance / conduct of the party of the first part is not found satisfactory and without

Signature of the party of the first part

Signature of the party of the second part

any notice in case if any of the information furnished by him / her based on which the selection and appointment made is found to be incorrect or false, apart from general liability of the employee to be bound by the Assam Gramin Vikash Bank (Officers and Employees) Service Regulations, 2018.

This bond is made, executed and delivered on Day of20..... at.....
..... in presence of the witnesses.

Signature of the party of the first part

Signature of the party of the second part

*Signature of the party of the third part
(Name and designation of the signatory)*

WITNESSES:

1. NAME:

S/o,D/o,W/o

ADDRESS:

Signature of the first witness

2. NAME:

S/o,D/o,W/o

ADDRESS:

Signature of the second witness