



**THE JUTE CORPORATION OF INDIA LIMITED
(JCI)
(A GOVERNMENT OF INDIA ENTERPRISE / MINISTRY OF TEXTILES)**

Head Office

15N, Nellie Sengupta Sarani
HUDCO Building, 7th Floor
Kolkata – 700 087

CIN: U17232WB1971GOI027958

INVITES TENDER

FOR

**Allotment of Space to MSMEs/ SHGs/ WSHGs /
Cooperatives etc in SONALI Retail Counter for Sales
of Jute Diversified Products**

1. IMPORTANT DATES

Tender No.: **JCI/MKTNG-JDPs/ JUTEEXPORT -01/ 2021-2022 Dated: 13.05.2021**

Last Date of Submission of Tender: **02/06/2021 upto 12:00 Noon at JCI Head Office**

2. The Jute Corporation of India Ltd. Address: -15N, Nellie Sengupta Sarani, Kolkata-700087, A Govt. of India Enterprise / Ministry of Textiles, hereby referred as the "Corporation" invites sealed tenders from interested parties as MSMEs / SHGs / WSHGs / Cooperatives etc for showcasing and sales of various Jute Diversified Products in SONALI Retail counter of the Corporation. Such interested parties are hereby referred as the "Tenderers". The tender documents along with its accompanying terms and conditions can be downloaded from the website of the Corporation www.jutecorp.in and from CPP Portal.

3. Tender Schedule

Last date for receipt of tenders for technical bid & financial bid	02.06.2021 up to 12.00 PM
Date for opening of Technical bid	02.06.2021 at 03.00 PM
Date for opening of Financial bid	02.06.2021 at 04.00 PM
Date for pre- bid meeting	25.05.2021 at 03.00 PM

3.1 Interested Bidders are requested to submit their quotations in two bid systems as per scheduled time and date mentioned above in original to the Head Office of the Corporation on or before the due date for submission of the bids.

3.2 Corporation has absolute right to modify the date and time of the event and to issue any corrigendum / addendum of this tender.

3.3 For any amendments or corrigendum or addendum, the prospective bidders should keep watching the website (www.jutecorp.in) of the Corporation and CPPP website only wherein, all the information in this regard will be notified.

3.4 For any issues or clarifications or query relating to this tender, bidders are requested to contact the given email ID (jci@jciemail.in,) only before the scheduled pre-bid clarification date & time. After this, no query will be entertained.

3.5 For any CPPP related issue / technical error / server error or server failure or CPPP registration, etc. please contact CPPP authority only.

4. Procedure of Tender Submission

The tenderers should submit sealed offer in a manner as mentioned below:

Envelope super scribed "Tender For Allotment of Space to MSMEs/ SHGs/ WSHGs / Cooperatives etc in SONALI Retail Counter for Sales of Jute Diversified Products" will also contain **Envelope No.1 (Supporting documents of Qualification Criteria)&Envelope No. 2 (Financial Bid)** into the drop box placed at JCI HO, 15N, Nellie Sengupta Sarani, 7th Floor, HUDCO Building, Kolkata – 700087

5. Scope OfThe Tender

5.1 JCI will allot 8x8 sq ft area of its SONALI Retail counter situated in Dakshinapan Marketing Complex, Kolkata.

5.2 Allotment will be done to MSMEs / SHGs / WSHGs / Cooperatives etc Organizations registered under society acts.

5.3 Allotment purpose is that allottees will showcase their own manufactured jute diversified items and jute handicraft items in the allotted space of the SONALI Retail Counter.

5.4 Allottees will organize sales of their own jute diversified and jute handicraft products from the specified space in SONALI.

5.5 Base financial parameters for this tender are mentioned below:-

5.5.1 Monthly Rent Rs. 3000/ for a period of 6 (Six) months so as to assess future sales scope by the allottees in SONALI.

5.5.2 After Six months, 20% of Monthly Sales Proceeds to be paid to JCI.

5.6 Interested parties are advised to submit their financial bids either or above base financial parameters as mentioned in Clause no. 5.5

5.7 Corporation will offer few of such spaces to different allottees at H1 bidder's price.

5.8 Allotment of more than a single unit space of area 8x8 sq ft to single allottee will be the discretion of the Competent Authority of the Corporation.

5.9 Each allottee has to submit a projection of Minimum Sales Guarantee from seventh month onwards.

5.10 Period of Agreement will be of 3years initially however the tenure may be extend with mutual consent.

6. **ELIGIBILITY CRITERIA:** Quotations of only those Bidders who fulfill the eligibility Criteria as mentioned below shall be considered for comparison. Necessary documents in this regard must also be enclosed with the Technical Bid failing which the bid shall be summarily rejected. Bidders not having these qualifications need not apply.

Sl. No	Eligibility Condition	Documentary Proof To Be Submitted
1.	The Bidder should be any one of the Artisans / Individual / Sole Proprietor / MSME / Trust / NGO / Society / SHG / WSHG / Company	Proof of Address for Artisans /Individual / Sole Proprietor : RationCard / Aadhar Card / Voter ID / DrivingLicense / Bank Pass Book / Passport (Photo copy to be enclosed). MSME /NGO/ Society / Trust /SHG / WSHG Companies: Respective RegistrationCertificate issued by CompetentAuthorities (Photo copy to be enclosed)
2.	The Bidder should be registered with the GST Department / Commercial Tax Authority.	GST Certificate / TIN issued by the GST Department / Commercial Taxes departments or Documentary proof confirming that GST has been appliedfor (Photo copies to be enclosed)
3.	The bidder should possess a Permanent Account Numberunder the Income Tax Act 1961.	Bidder shall furnish Permanent Account Number (PAN) and enclose photocopy of PAN card.
4.	The Bidder should furnish details of the Volume of Annual Business Turnover for the preceding 3 financial year.	Photocopies of Audited / certified by chatter accounts Annual Accounts for the preceding two Financial Years to be enclosed.
5.	The Bidder should not have been blacklisted by any of the Government Departments / PSUs	Declaration in non-judicial stamped and notarized paperto the effect that the bidder is not black listed by any of the Government.
6.	The Bidder should have Jute Diversified Items and / or Jute Handicraft Items manufacturing facility.	Trade License and any other supporting document (s) submitted to any of the Government Departments reflecting jute items business.

7. **GENERAL CONDITIONS OF CONTRACT (G.C.C.):**

- 7.1 Security Deposit (SD)- Successful Bidder must have to submit Rs. 15000/ as security deposit within 15 working days after awarding by the Corporation.
- 7.2 No deviation in the bid or quoted rates is acceptable after opening of quotation
- 7.3 The tenderer should indicate clearly in the tender the name of the craft items to be displayed and sold in the counter. Counters will be provided only for crafts mentioned in the Tender Form.

- 7.4 The Management reserves the right to vacate the counter in case of any adverse observation made with regard to price and quality of the displayed products by the Corporation.
- 7.5 All items kept in the counter allotted should be transacted through Goods Received Register of the showroom **duly bar coded** as being followed in the case of products kept for Sale on Approval Basis (SAB). The stocks of the allottees will be kept in the showroom at their own risk. The allottees shall have their own manpower at their own cost to manage the counter. The stocks kept in the counter sale should be insured by the allottees at their own cost.
- 7.6 The allottees should display their products only in the specific area allotted to them by the JCI representative in the showroom for sale and should not therefore insist for any alternate place after the space allotment.
- 7.7 A minimum quote will be mentioned in the tender and hence the offer preferred should be more than the prescribed minimum quote.
- 7.8 The party who is allotted a specific space may execute the interior works in that allotted space / area at his/her own cost with the prior permission of the Management.
- 7.9 The commission at the fixed percentage will be collected on the Minimum Guarantee Sales offered or on the actual sales whichever is higher on monthly basis.
- 7.10 Any excess deduction of commission on actual sales due to non achievement of monthly MGS will be adjusted in the last month of every financial year of the tender periods.
- 7.11 Billing of any sales of jute items will be in the name of SONALI / JCI. The monthly sales proceeds to the successful bidder will be paid after deducting the commission and GST if any, in full. However for the first six months, the whole sales proceeds will be paid after deducting GST, if any to the allottees.
- 7.12 If an allottee achieves less than 40% of the proportionate MGS (Minimum Guarantee Sales) continuously for the 4 months (after the first six months), the space allotted will be liable for termination. In such an eventuality the Corporation shall adjust the amount due to it towards Minimum Guarantee Commission (MGC) against the sales made in that space and in addition forfeiture of the security deposit paid by him.
- 7.13 In case of any defaulter in terms of payment towards the sales to JCI then the allottees should clear those dues prior end of the 2yrs agreement or JCI shall have the right to adjust the dues from their Security Deposit or forfeiture of the allottees at the end of agreement period ie, 3yrs.**
- 7.14 The Goods and Service Tax (GST) collected, if any, for sale of products will not count for MGS.

- 7.15 In the space allotted, the tenderer should sell only jute items for which Tender is quoted and allotted. No alternate craft / sublease of counter is permitted.
- 7.16 All sales from the space allotted shall be made through the computerized bill of SONALI Showroom following all rules of the Corporation including for collection of GST as applicable.
- 7.17 The cash for all the sales made shall be collected by the Corporation representative in the SONALI and will be settled to the party concerned on monthly basis after verification of accounts.
- 7.18 Discount, if any, offered to the customers during special campaigns, exhibitions, festival offers, etc in the course of normal business shall be borne by the allottee concerned.
- 7.19 The allottee shall be responsible for the quality and the price of the items sold through the designated space in the show room and any complaint therefore shall be sorted out by the concerned allottee. The Corporation shall be in no way responsible for the same. The counter party shall meet fully any loss or liquidated damages that the Corporation may suffer in such a case.
- 7.20 **The allottees shall be responsible for the insurance of the stock which the allottee may do at its own discretion and JCI shall not be held responsible for any untoward damages.**
- 7.21 The Corporation reserves the right to withdraw/cancel or terminate allotment of space made to any allottee without assigning any reason and in such an eventuality, the decision of the Corporation shall be final and binding on the counter party concerned.
- 7.22 If the behaviour of a. allottee is not satisfactory or if the products are not up to the expected standard /quality /price, action will be initiated to terminate the agreement even during the middle of the business year by giving one month's notice.
- 7.23 After allotment of a space, request for reduction of area or revision of MGS or change of counter space will not be entertained under any circumstances.
- 7.24 Price & quantity of all goods will be as in the computerized Goods Received Register. Goods of substandard quality cannot be sold.

8. **QUOTING OF RATES:** Bidders are required to quote the rates in the following manner

Sl no.	Item	Unit of Offer	Offer
1.	Monthly Rent (For First Six Months)	INR	
2.	Commission on Monthly Sales Proceeds (After First Six Months)	Percentage (%)	
3.	Minimum Guarantee Sales (After First Six Months)	INR	

9. **TERMS OF PAYMENT:** Payment shall be made within 15th day of each succeeding month.
10. **DOCUMENTS:**The Technical Bid (Un-priced) Should Contain the documents as mentioned in the Point Number 6 above.
11. **Negotiations**Negotiation shall be conducted with the H1 Bidder in the best interests of the Corporation.
12. **Termination**

12.1 The contract may be terminated by either party to the contract by giving 30 (thirty) days' prior notice to the other party by showing sufficient reasons of termination. There should be sufficient efforts for dispute resolution before termination.

12.2 The Corporation may at its discretion, impose penalty by giving prior notice as deems appropriate in case of the service / behaviour being found unsatisfactorily or any term of the contract being breached and which in its opinion may be harmful to its interests as also to the spirit of the contract.

12.3 It is made clear that if any information/certificate furnished by the bidder is subsequently, after or before award of the contract, is found to be untrue or false, the Corporation will have the right to cancel the award along with forfeiture of SD wholly or in part at the discretion of the Corporation.

12.4 Except as otherwise provided anywhere in this offer, if any dispute, difference, question of disagreement or matter, whatsoever, before or after completion of the agreement period, hereafter arises between the parties, as to the meaning, operation or effect of the Contract or out of or relating to the contract or breach thereof, the same shall be referred to the Managing Director, JCI at the time of dispute and decision of the Managing Director, JCI will be final and binding.

13. Force Majeure

13.1 In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term “Force Majeure” as employed herein shall mean, acts of god, war, revolt, riot, fire, flood and acts and regulation of the Government of India or any of its authorized agencies.

13.2 Upon the occurrence of such cause and upon its termination, the party alleging that it has been rendered unable as aforesaid thereby, shall notify the other party in writing within 07 (seven) working days of the alleged beginning and ending thereof giving full particulars and satisfactory proof.

14. Jurisdiction

14.1 All the matters and disputes under this contract shall be subject to the jurisdiction of Kolkata courts only.

14.2 Place of Arbitration, if any, will be Kolkata only for all the matters and disputes under this contract

FOR ANY CLARIFICATIONS ON
SUBMISSION OF TENDER

Please Contact

Addl. Dy. Manager (O&M)
The Jute Corporation of India Limited
15N, Nellie Sengupta Sarani
Kolkata - 700087
India

E-MAIL:- abira.das@jcimail.in