

**EOI No. JCI/MKTNG/JDP/EOI-02/2021-22,Dated 17.02.2022**

## **Expression of Interest (EOI)**

**The Jute Corporation of India Ltd, Kolkata**

**Invites EOI From**

**Manufacturers of Jute Diversified Products (JDP)**

### **Head Office**

**The Jute Corporation of India Ltd  
7th Floor, HUDCO Building  
15N, Nellie Sengupta Sarani  
Kolkata-700087 (W.B.), India**

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## **Letter of Invitation**

### **INVITATION OF EXPRESSION OF INTEREST**

The Jute Corporation of India Ltd, Kolkata, A Govt. of India Enterprises, invites Expression of Interest (EOI) through sealed envelope from manufacturers of Jute Diversified Products.

The EOI Document containing the details of qualification criteria, submission details, brief objective & scope of work and evaluation criteria etc. can be downloaded from the JCI website (<https://www.jutecorp.in>)

Schedule for the Applicants is as under:

EOI Document Number	EOI No. JCI/MKTNG/JDP/EOI-02/2021-22, Dated 17.02.2022
Date of Publication	Date:17.02.2022
Last date/Time of submission	Date:16.08.2022
Review/Evaluation of Application	On weekly basis

JCI reserves the right to cancel this EOI and/ or invite afresh with or without amendments, without liability or any obligation for such EOI and without assigning any reason. Information provided at this stage is indicative and JCI reserves the right to amend/add further details in the EOI.

## **Background**

The Jute Corporation of India Ltd. (JCI), A Government of India Enterprise is the nodal agency of Govt. of India to conduct Minimum Support Price (MSP) operation through its network of DPCs in all major Jute growing states. To provide support to the Jute growers, every year Government of India announces MSP of raw Jute at which JCI procures raw Jute as per quality produce in the area without any quantity limit. JCI serves as a price stabilizing agency in the raw jute sector and takes necessary measures in this respect.

## **Objective**

The Jute Corporation of India Ltd. (JCI), A Government of India Enterprise is planning to create supply chain of JDPs (Jute Braided Items/Hand Spun Jute Yarn/Jute bags/Jute-Cotton blended products/Jute & Other fibres blended products/ etc.)

Through this EOI, manufacturers who are willing to do business with JCI, can apply with its particulars in prescribed EOI from which can be downloaded from website [www.jutecorp.in](http://www.jutecorp.in).

## **Broad Scope of Work**

The Jute Corporation of India Limited is a Central Public Sector Enterprise under the administrative control of the Ministry of Textiles; Govt. of India. It is primarily engaged in raw jute procurement under MSP Operations, across all Jute growing locations in the country. JCI has a vast network of Departmental Purchase Centres (DPC) spread across the jute growing districts.

In addition to raw jute procurement operations, JCI is also engaged in various jute diversified product business like bags, geo-textiles and agro-textiles, jute braids and jute braid based finished products. Its network of DPCs and Regional Offices located in the heart of the jute growing areas gives JCI a distinct edge in proliferation of such businesses. JCI gets the aforementioned JDP items manufactured through its empanelled manufacturers which are MSMEs, WSHGs, SHGs, and NGOs etc. In this regard JCI want more empanelled manufacturers join in future.

## **Evaluation Methodology**

The EOI shall remain valid for a period of 6 months from the date of publication. The same shall be reviewed on a weekly basis, during the aforementioned period of 6 months. Screening of EOIs shall be carried out as per Pre-Qualification criteria mentioned in the EOI document and based on verification of documents submitted. Shortlisted Applicant shall be intimated by JCI for execution.

## **Instructions to Applicants**

### **Documents to furnish**

Applicants are requested to go through all pre-qualification requirements, scope of work for execution & requirements with respect to technical capabilities for acceptance and submission of documents for verification by JCI.

Documents to be furnished are:

- i.** Authorization Letter (Format – 1)
- ii.** Declaration - Expression of Interest (Format – 2)
- iii.** Undertaking with regard to Product Details (Format-3)
- iv.** Undertaking with regard to Blacklisting (Format-4)
- v.** EOI document with each page duly stamped and signed by the Authorized signatory.
- vi.** Supporting documents, as mentioned in Format-2
- vii.** MSME Certificate (if applicable)
- viii.** Any other information which Applicant may like to provide.

JCI reserves the right to call for any clarifications confined in the broad scope, wherever such a clarification become necessary for proper judgment in evaluation.

### **Rejection Criteria**

The application is liable to be rejected if:

- The proposal is not submitted as per the requirements indicated in the EOI.
- Not in the prescribed format.
- Not properly stamped and signed as per requirements.
- Received after the expiry of due date and time.
- All relevant supporting documents are not furnished with the PQC.
- The proposal shall be substantially responsive without any material deviation, failing which the proposal shall be summarily rejected.

### **Disclaimer**

- JCI shall not be responsible for any late receipt of applications for any reasons whatsoever.
- JCI reserves the right to reject all applications without assigning any reasons thereof.
- JCI may relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the JCI without assigning any reasons thereof.
- To include any other item in the Scope of work at any time after consultation with Applicants or otherwise.

### **Pre-Qualification Criteria (PQC) & Evaluation Matrix**

Applications will be evaluated on the basis of the following minimum Pre-Qualification Criteria (PQC). Maximum marks against each PQC are also mentioned hereunder:

<b>Sl. No.</b>	<b>Basic Requirements</b>	<b>Specific Requirements</b>	<b>Documents to be submitted along with EOI (All documents must be self-attested by the authorized person of the Applicant)</b>	<b>Marks Allocation</b>	<b>Obligate</b>
1	Legal Entity	Interested Participant must be an Indian Organization and must be legally registered under appropriate authority in India. The firm must be registered under GST Act 2017.	<ul style="list-style-type: none"> <li>• Copy of Certificate of Incorporation and Copy of Memorandum of Associations (MOA)/ Articles of Association (AOA)/ Trade License</li> <li>• GST Registration Copy</li> <li>• PAN Card copy</li> </ul>	NA	Mandated
2	Turnover	Interested Applicant should have minimum average turnover of Rupees 20 Lakhs for each the last three financial years i.e., 2018-19, 2019-20 & 2020-21.	Copy of audited balance sheet of the financial year 2018-19, 2019-20 & 2020-21.)	25 Marks	
3	Single Transaction Value	Applicant should possess good track record for sale of Jute products and execution of a single transaction value of Rs. 3.0 Lakhs.	Any work order copy/ Invoice copy/ work completion certificate/ CA/Cost Certified Copy in favour of such single transaction value	20 Marks	
4	Experience Overall	Interested Applicant should have Minimum 1 year business experience in execution and supply of any JDP products like Jute Braided Items, Hand Spun Yarn Jute Yarn, Jute Bags, Jute & other allied fibre products.	Any work order copy/ Invoice copy/ work completion certificate/ CA /Cost Certified Copy in favour of such business experience.	30 Marks	

5	Product Details	Applicant should furnish the Jute product details which are produced by them.	Undertaking on the Letter Head of the Applicant duly signed & Stamped by Authorized Signatory (As per format- 3).	25 Marks	
6	Non Blacklisting	The Applicant should not have been black-listed by any Central /State Government/Public Sector Undertaking, Govt. of India, at least in three(3) immediate preceding Years.	Undertaking on the Letter Head of the Applicant duly signed& Stamped by Authorized Signatory (As per format- 4).	NA	Mandated

### **Pre-Qualification Criteria (PQC) for Start-Up Organization**

Start-Up Organization: Any Start-Up Organization having valid certificate from DPIIT (Department of Promotion of industry and internal Trade) or any Start-Up organization applied for DPIIT Certificate may apply in this EOI process. In the case of Start-Up Organization, JCI will carry out following activities:

- Physical verification of the production site to assess manufacturing site and production facilities of the items mentioned in point no 4 of PQC above.
- Verification of various documents as mentioned under Legal Entity in the PQC above.
- Organization must have production facilities in manufacturing of any of the jute items as mentioned in Point No 4 in the POQ above.

Applications will be evaluated on the basis of the following minimum Pre-Qualification Criteria (PQC).Maximum marks against each PQC are also mentioned hereunder:

<b>Sl. No.</b>	<b>Basic Requirements</b>	<b>Specific Requirements</b>	<b>Documents to be submitted along with EOI (All documents must be self-attested by the authorized person of the Applicant)</b>	<b>Marks Allocation</b>	<b>Obligate</b>
1	Legal Entity	Interested Participant must be an Indian Organization and must be legally registered under appropriate authority in India. The firm must be registered under GST Act 2017.	<ul style="list-style-type: none"> <li>Copy of Certificate of Incorporation and Copy of Memorandum of Associations (MOA)/ Articles of Association (AOA)/ Trade License</li> <li>GST Registration Copy</li> <li>PAN Card copy</li> </ul>	NA	Mandated

2	DPIIT Certification	Applicant should have valid DPIIT Certificate or document showing applied for DPIIT Certificate.	Self-attested copy of DPIIT certificate or self-attested copy of applied for DPIIT Certificate.	25 Marks	
3	Single Transaction Value	Applicant should possess good track record for sale of Jute products and execution of a single transaction value of Rs. 50,000/- .	Any work order copy/ Invoice copy/work completion certificate/ CA/Cost Certified copy in favor of such single transaction value	20 Marks	
4	Experience Overall	Applicant should have Minimum three months business experience in execution and supply of any JDP products like Jute Braided Items, Hand Spun Yarn Jute Yarn, Jute Bags, Jute & other allied fibre products.	Any work order copy/ Invoice copy/ work completion certificate/ CA/Cost Certified Copy in favour of such business experience.	30 Marks	
5	Product Details	Applicant should furnish the jute product details which are produced by them.	Undertaking on the Letter Head of the Applicant duly signed & Stamped by Authorized Signatory (As per format- 3).	25 Marks	
6	Non-Blacklisting	The Applicant should not have been black-listed by any Central /State Government/ Public Sector Undertaking, Govt. of India, at least in three (3) immediately preceding Months.	Undertaking on the Letter Head of the Applicant duly signed & Stamped by Authorized Signatory (As per format- 4).	NA	Mandated

### General Terms & Conditions:-

1. The validity of empanelment initially will be for a period of **2 (Two) years** and thereafter depending upon the performance will be extendable for 1 (one) more year but up to a maximum of 3 (**three**) **years** at the sole discretion of JCIL.
2. Applicant will comply with all the social/welfare & statutory norms and as applicable from time to time and will fulfil all the requirements in this regard as and when demanded by the Corporation.

Format-1  
**Authorization Letter**  
(To be submitted on Manufacture's Letter Head)

To,

**Deputy Manager (O/M)**

The Jute Corporation of India  
Ltd Nellie Sengupta Sarani,  
Kolkata-700087

**Subject:** Letter for Authorized Signatory

Ref: EOI No. JCI/MKTNG/JDP/EOI-02/2021-22, Dated 17.02.2022

Sir,

This has reference to your above-mentioned Expression of Interest (EOI) from manufacturers of Jute Diversified Products.

We are submitting our Proposal in association with:

***[Name of the Organization]***.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We understand you are not bound to accept our Proposal.

Yours Faithfully,

(Signature of the Authorised Signatory)

NAME:

Designation:

Place:

Date



Format-2

**Expression of Interest**

(To be submitted on Manufacture's Letter Head)

To,

**Deputy Manager (O/M)**

The Jute Corporation of India Ltd

Nellie Sengupta Sarani,

Kolkata-700087

**Subject:** Submission of Expression of Interest (EOI) From  
Manufacturers of Jute Diversified Products (JDP)

**Ref:** EOI No. JCI/MKTNG/JDP/EOI-02/2021-22, Dated 17.02.2022

Sir,

The undersigned having read and examined in detail all the EOI documents pertaining to manufacturers of Jute Diversified Products as mentioned in the EOI document. The details of the Company and contact person are given below:

Name of the Applicant	
Address	
Name, designation & address of the person (to whom all communications shall be made)	
Telephone No. (with STD code)	
Mobile No. of the contact person	
Email ID of the contact person	

The following documents are enclosed:

Sl. No.	Documents required	Type of document attached	Page No.
1	Company Incorporation Certificate from ROC/Partnership deed /Trade License etc.		
2	GST Registration or GST exemption certificate/ PAN Card.		

3	Certificate from the Chartered Accountant of the Organization/ Audited Balance sheets for last three financial years, Income Tax return.		
4	Authorization Letter	As per format – 1	
5	Expression of Interest	As per format – 2	
6	Undertaking on Applicant's Letter Head, duly signed and stamped by the Authorized Signatory	As per format – 3	
7	Undertaking on Applicant's Letter Head, duly signed and stamped by the Authorized Signatory	As per format – 4	
8	MSME Certificate (if have any)		

I/we hereby declare that my/our EOI is made in good faith and the information contained is true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of the Authorized signatory)

Name:

Designation:

Place

Format-3

**Undertaking with regard to Product Details**  
(To be submitted on Manufacture's Letter Head)

To  
The Deputy Manager (O/M)  
The Jute Corporation of India Ltd  
Nellie Sengupta Sarani,  
Kolkata-700087

**Subject:** Undertaking regarding Product Details.

**Ref:** EOI No. JCI/MKTNG/JDP/EOI-02/2021-22, Dated 17.02.2022.

Sir,

The undersigned having read and examined in detail all the EOI documents pertaining to manufacturers of Jute Diversified Products as mentioned in the EOI document. The details of the Jute related Products which manufacture by us are given below:

1. ....
2. ....
3. ....
4. ....
5. ....

I/we hereby declare that my/our EOI is made in good faith and the information contained is true and correct to the best of my/our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of the Authorized signatory)

Name:

Designation:

Place

Format-4

**Undertaking with regard to blacklisting**  
(To be submitted on Manufacture's Letter Head)

To

**Deputy Manager (O/M)**

The Jute Corporation of India  
Ltd Nellie Sengupta Sarani,  
Kolkata-700087

**Subject:** Undertaking regarding Blacklisting / Non-Debarment.

**Ref:** EOI No. JCI/MKTNG/JDP/EOI-02/2021-22, Dated 17.02.2022.

Sir,

It is hereby confirmed and declared that M/s.....has not been blacklisted / debarred by any Government Department / Public Sector Undertaking / or any other agency for which works/assignments/services have been executed / undertaken.

Thanking you,

Yours faithfully,

(Signature of the Authorized signatory)

Name:

Designation:

Place:

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FOR ANY CLARIFICATIONS ON  
SUBMISSION OF EOI

Please Contact

**Deputy Manager (O/M)**  
**The Jute Corporation of India Limited**  
**India**

E-MAIL:

[sk2824@jcimail.in](mailto:sk2824@jcimail.in) / [abira.das@jcimail.in](mailto:abira.das@jcimail.in)

**Mob: 9088140050**