

# THE JUTE CORPORATION OF INDIA LIMITED

(A GOVERNMENT OF INDIA ENTERPRISE)

Patsan Bhavan, 3rd & 4th Floor, New Town,  
West Bengal-700156.

U17232WB1971GOI027958

Website: [www.jutecorp.in](http://www.jutecorp.in)

## INVITES

(Part –I)

### **Expression of Interest/ Applications from Outsourcing Agencies**

(To Provide Functional Support for Implementing the ICARE Scheme on behalf of the Corporation)

Application No: JCI/MKTG/OUTSOURCING/2025

DATED- 02/01/2025

Application is invited from registered Co-operatives, Self-help groups, Farmers club, PACs, NGOs & others should have minimum 3 years of experience in Jute cultivation or similar business with Agri-supply chain logistic and solutions who have done jute business for the last 3 consecutive years for being empaneled as outsourced agencies for executing the ICARE Project work in broader way on behalf of “The Jute Corporation of India Ltd”. Complete set of offer documents can be obtained from this office or may be downloaded from website: [www.jutecorp.in](http://www.jutecorp.in) / [www.eprocure.gov.in](http://www.eprocure.gov.in).

Regional Manager

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## (Part –II)

**1. IMPORTANT DATES**

Application No	: JCI/MKTG/OUTSOURCING/2025 Dated – 02/01/2025
Last Date of Submission of Application	: 22/01/2025 upto 02.00 pm. at JCI Regional Office-Nagaon Assam
Pre bid meeting will be held on	: 15/01/ 2025 at 11.00 am at JCI Regional Office-Nagaon Assam
Opening Date	: 22/01/2025 at 04.00 pm at JCI Regional Office-Nagaon Assam

**2. BACKGROUND**

The Jute Corporation of India Ltd., A Government of India Enterprise (JCI) is the nodal agency of Govt. of India to conduct Minimum Support Price (MSP) operation through its network of Departmental Purchase Centers (DPCs) in all major jute growing states.

Jute occupies a unique position as an eco-friendly. Biodegradable and renewable natural fibre with a huge domestic market and export potential. The jute growing area in India covers approximately 6.52 lakh hectare in which about 4 million farmer families are involved.

Traditional cultivation practice of jute farmers results in largely low-grade fibre, because of non-scientific cultivation practice affecting plant growth and imperfect retting due to non-availability of suitable retting facilities and scarcity of water. Modern agronomic practices with quality inputs in these areas, namely sowing, weeding and retting are essential for increasing production as well as quality fibre. It has been established that line sowing of jute, using seed drill machine instead of traditional broadcasting method increases the yield by 10-15 percent, requires less labour for weeding and thinning, better management of crop for fast growth and facilities other post sowing operation.

Whereas, weed management in jute plants by wheel hoeing / nail weeder instead of hand weeding plays an important role in increasing the profitability from jute farming by reducing the cost of weeding which is about 35 percent of total cultivation cost.

Whereas, there is need for concerted efforts to reduce the costs of jute growing while improving the productivity and fibre quality for better price realization and value addition to the jute growing farmers, the project of ICARE has been designed by the first party which aims at mechanization in jute farming in a farmer friendly way and accelerated the procedure of retting by using microbial consortium which would enhance the rate of income of the Jute Farmers.

**3. OBJECTIVES**

The objective of the project is to support the small and marginal jute growers with adequate pre and post harvesting operations so that they can grow good quality jute and receive highest price for their produce and to make aware of the farmers about the latest technology operating in this sector.

To institutionalize the use of scientific agronomic techniques and practices, which would be imparted to the jute growers, the following things shall be provided:

- i) 100 percent certified seed and subsidized rate.
- ii) Demonstration of scientific jute cultivation practices for adoption at farmer's field with mechanical intervention using seed drill, weed hoe/ nail weeder.
- iii) Demonstration of Microbial retting using CRIJAF SONA/ NINFET SATHI/ IJIRA SUBHRA in traditional retting for improvement of fibre quality.

#### 4. **COMPONENTS**

- i) Line sowing using seed drill
- ii) Use of certified jute seed for better result
- iii) Weeding using wheel hoe / nail weeder / Single wheel cycle jute weeder
- iv) Implementation of protocol for scientific cultivation of jute for cost reduction.
- v) Application of CRIFAF SONA / NINFET SATHI/ IJIRA SUBHRA in traditional retting for improvement of fibre quality.

#### 5. **TARGET OF THE PROJECT**

The target of the project proposed to be achieved at the end of the project are: -

- i) Production improvement of jute by at least 5 % from current production.
- ii) Grade improvement of jute by at least one grade for e.g.: TDN4 TO TDN3.
- iii) Cost reduction in cultivation by Rs.8000/- to 10000/- per hectare including savings on labour expenses.
- iv) Indicative increase in farmers' income by approximately Rs. 7000/-per hectare due to production and quality improvement.

#### 6. **QUALIFICATION CRITERIA.**

Basic eligibility criterion required for qualification to participate in the above-mentioned scheme-work are as follows: -

- (a) **Infrastructure:** Should have own/hired godown or storing space for keeping jute cultivation machinery, retting powder, jute seed etc. The godown or storing space should be well maintained so that the material which will be stored there should not be affected or damaged for the time being.
- (b) **Working Capital:** Should have required working capital **of Rs. 1 Lakh (Rupees- One lakh)** for transportation charges of different jute cultivation related material, labour charge for loading-unloading of seed, retting accelerators, etc., and conduct various types of awareness program. Self-declaration is to be given in this regard.
- (c) **Experience:** It is preferable that the agencies should have a minimum of **3 years** of experience in jute cultivation related matters. However, if any agency wants to do it for the first time, they must give self-declaration that they have an experienced hand who has experience & knowledge about jute cultivation and advanced agronomic practices.
- (d) **Statutory Requirements:** Agencies are required to submit a copy of Registration Certificate, Trade License, PAN Card and GSTIN (if available) and Address proof of the organization.
- (e) Authenticated documents duly self-attested, about infrastructure and experience is to be submitted with EOI Documents which will be subsequently verified whenever necessary.
- (f) The participant must produce documents mentioning detailed address of infrastructure area location.
- (g) Byelaws in the case of a Cooperative Firm or Association and name of authorized signatories etc.
- (h) Interested parties who are willing to act as outsourced DPC can apply with his full particulars in prescribed Application Form which can be downloaded from website [www.jutecorp.in/](http://www.jutecorp.in/) [www.eprocure.gov.in](http://www.eprocure.gov.in).

#### 7. **MOU Between JCI & Outsourced Agency.**

Selected parties will have to sign a MOU, which is attached as Annexure - 1.

The selected agencies will have to be registered with "The Jute Corporation of India Limited" for executing the various activities of the project Jute I Care.

**Annexure-1**  
(Part –III)

**MEMORANDUM OF UNDERSTANDING**

**Between**

**(1) The Jute Corporation of India Limited (JCI)**

**And**

**(2) \_\_\_\_\_ Outsourcing Agency**  
(PACS/Cooperative/ Farmers Club/ NGO & Others)

**For maximizing the reach to the jute growers and provide functional support in implementing the project**

**JUTE ICARE**

**Phase - XI, 2025**

**(Improved Cultivation and Advanced Retting Exercise)**

This Memorandum of Understanding (herein after referred to as 'MOU') entered on the \_\_\_\_\_  
Day of \_\_\_\_\_

\_\_\_\_\_2025 at \_\_\_\_\_ by and between: -

THE JUTE CORPORATION OF INDIA LIMITED, A Government of India Enterprise, a company incorporated under the provisions of the Companies Act, 1956, having its registered office at **Patsan Bhavan, 3rd & 4th Floor, New Town, West Bengal-700156**, hereinafter referred to as, The First Party (this expression includes its successors, executors and permitted assigns)

AND

M/s ..... hereinafter referred to as, The Second Party (this expression includes its successors, executors and permitted assigns).

## **1. DEFINITION**

- i. ICARE** : Improved Cultivation and Advanced Retting Exercise
- ii. ICARE Scheme** : Scheme is being taken up by the First party as a concerted effort to reduce the costs of jute growing while improving the productivity and fibre quality for better price realization and value addition.
- iii. CRIJAF** : Central Research Institute on Jute and Allied Fibre.
- iv. CRIJAF SONA** : A microbial consortium effective for retting Raw Jute Fibre.
- v. NINFET** : National Institute of Natural Fibre Engineering and Technology
- vi. NINFET SATHI** : Retting accelerator
- vii. IJIRA** : Indian Jute Industries' Research Association
- viii. IJIRA SUBHRA** : Retting accelerator

## **2. BACKGROUND**

- i.** Whereas Jute occupies a unique position as an eco-friendly, biodegradable and renewable natural fiber with a huge domestic market and export potential. The jute growing area in India cover approximately **6.52** lakh hectare in which about 4 million farmer families are involved.
- ii.** Traditional cultivation practice of jute farmers results in largely low-grade fibre because of non-scientific cultivation practice affecting plant growth and imperfect retting due to non-availability of suitable retting facilities and scarcity of water. Modern agronomic practices with quality inputs in three areas namely sowing, weeding and retting are essential for increasing production as well as improved quality fiber. It has been established that line sowing of jute using seed drill machine instead of traditional broadcasting method increases the yield by 10-15%, requires less labour for weeding and thinning, better management of crop for fast growth and facilitates other post sowing operations.
- iii.** Whereas weed management in jute plants by wheel hoeing / nail weeder instead of hand weeding plays an important role in increasing the profitability from Jute farming by reducing the cost of weeding which is about 35% of total cultivation cost.
- iv.** Whereas there is need for concerted efforts to reduce the costs of jute growing while improving the productivity and fiber quality for better price realization and value addition to the Jute growing farmers, the project of I-CARE has been designed by the first party which aims at mechanization in jute farming in a farmer-friendly way and accelerated the procedure of retting by using microbial consortium which would enhance the rate of income of the Jute Farmers.

### **3. OBJECTIVES**

- i. The objective of the scheme is to support the small and marginal jute growers with adequate pre and post harvesting operations so that they can grow good quality jute and receive highest price for their produce and to aware the farmers about the latest technologies operating in this sector.
- ii. To institutionalize the use of scientific agronomic techniques and practices, which would be imparted to the jute growers, the following import shall be provided:
  - Certified seeds and subsidized rate.
  - Demonstration of scientific jute cultivation practices for adoption at farmers' field with mechanical intervention using seed drill, weed hoe/ Nail Weeder.
  - Demonstration of microbial retting using CRIJAF SONA, a microbial consortium.

### **4. COMPONENTS:**

- i. Line sowing using seed drill.
- ii. Use of certified jute seed for better results.
- iii. Weeding using wheel hoe / nail weeder / Single Wheel Cycle Jute Weeder.
- iv. Implementation of protocol for scientific cultivation of jute for cost reduction.
- v. Application of CRIJAF SONA/NINFET SATHI in traditional retting for improvement of quality of fibre.

### **5. TARGET OF THE PROJECT:**

The targets of the project proposed to be achieved at the end of the project are: -

- i. Production improvement of jute by at least 5% from current production
- ii. Grade improvement of jute by at least one grade (TD 4 to TD 3).
- iii. Cost reduction in cultivation by Rs.8000/- to 10000/- per hectare including labour saving.
- iv. Indicative increase in farmer's income by approximately Rs.7000/- per hectare due to production and quality improvement.

### **6. DUTIES & RESPONSIBILITIES OF THE OUTSOURCE AGENCIES:**

- i. Identification of farmers and registration of the jute growers in the 'Farmer Registration Form'.
- ii. Collection of 'Farmer Registration Form' and completion of data entry online as prescribed.
- iii. Shall collect appliance / tools (seed drill, nail weeder) from JCI and facilitate farmers to use, will ensure maximum usage of the machine by the enlisted farmers (farmers will take the machine from Outsourcing Agencies- use it and will be returned back), provide declaration regarding utilization (mentioning name, mobile number and identity number of farmers used the Seed Drill and Nail Weeder Machine) to JCI and maintain inventory.
- iv. Shall collect subsidized seed from JCI on paying 50% price and arrange distribution of subsidized certified seed among the enlisted farmers at the subsidized rate. Maintain inventory records. Will furnish utilization certificate to JCI.
- v. Collection of microbial consortium that is CRIJAF SONA/NINFET SATHI, from JCI and shall distribute to the enlisted farmers and shall furnish utilization certificate to JCI. A declaration regarding distribution and utilization mentioning name, mobile number and identity number of farmers to be submitted at JCI office.

- vi. Shall organize farmers training / demonstration program in association with JCI as & when decided by CRIJAF/NINFET. Shall also organize farmers' meet which will be coordinated by JCI. A declaration regarding the program details mentioning the program number, date, exercise details, block & village name and the participants (both officials and farmers) name, mobile number and identity number of farmers to be submitted at JCI office.
- vii. Shall distribute and collect the feedback format and arrange compilation-on the phase of the project-any allied activities related with Cooperative bodies / Outsourcing agencies.
- viii. Shall upload online in web portal, all registration, distribution and demonstration activities related data at field level, as prescribed by JCI.
- ix. Treat all information regarding technology, tests, processes etc. in strict confidentiality.

## **7. SERVICE CHARGES & DOCUMENTS :**

- i. Agencies are required to submit copy of its Registration Certificate, PAN Card and GSTIN (if available)
- ii. All payments are to be made, after deduction of the applicable tax at source, within 30 days of the Agency raising the invoice. The service charges of the Second party would be as per the table mentioned in the 'Annexure-2' enclosed with this MOU. All supporting documents and invoices pertaining to ICARE PHASE XI-2025 are to be submitted by 30/11/2025 to be considered for payment.
- iii. This Memorandum will be effective beginning from the date of signing of this MOU and will remain in full force till 31/12/2025.

## **8. CONFIDENTIALITY & INTELLECTUAL PROPERTY RIGHTS:**

- i. During this Agreement, it may be necessary for the first party to share proprietary information, including trade secrets, industry knowledge, and other confidential information, to the second party to execute the scheme to its success.
- ii. The employees provided by the second party will not share any of this proprietary information at any time and will not use any of this proprietary information for his/her personal benefit at any time.
- iii. The second party acknowledges and agrees that all copyrights, trademarks and service marks and rights in the name of or licensed to the first party shall be and remain the sole and complete property of the first party.

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Signature & Seal Secretary

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Signature & Seal Regional Manager, JCI

NAME IN FULL -

NAME IN FULL –

Contact Number -

Contact Number -



**Annexure-2**  
(Part –III)

## **Service Charges of Outsourcing Agencies:**

<b>SL No</b>	<b>PARTICULARS</b>	<b>SERVICE CHARGES (Rate Per Farmer for online submission only)</b>	<b>REMARKS</b>
1	Farmers Registration	Rs.3/-	Only new (excluding Phase-I to X)
2	Distribution of Seed	Rs.3/-	After submission of list of beneficiaries & declaration by the agency regarding utilization of the seeds. The enlisted farmers list should possess name, mobile number and identity number of farmer.
3	Distribution of Retting Accelerator	Rs.3/-	After submission of list of beneficiaries & declaration by the agency regarding utilization of the implements. The enlisted farmers list should possess name, mobile number and identity number of farmer.
4	Line Sowing Demonstration	Rs.4/-	Only to the enlisted farmers who have attended the training/ demonstration. After submission of the attendance, photographs & declaration by the agency regarding execution of the activities. The farmers list should possess name, mobile number and identity number of farmer.
5	Weeding Demonstration	Rs.4/-	
6	Retting Exercise	Rs.4/-	
7	Feedback Form	Rs.4/-	Only for the submission of the completed form.
<b>TOTAL</b>		<b>Rs.25/-</b>	

### **Annexure-3**

(Part –III)

## **THE JUTE CORPORATION OF INDIA LIMITED**

### **Application Form of Outsourcing Agency**

*(For Participant's use only)*

#### **1) Details of Applicant**

Name :

Date of Incorporation :

Address :

Email ID :

Contract no :

#### **2) Activities:** *(Business in which the Agency is involved)*

#### **3) List of documents attached**

a) Forwarding Letter	Yes/No
b) Income Tax PAN	Yes/No
c) Trade License (if available)	Yes/No
d) Proof of Business address with contact number	Yes/No
e) Certificate of Registration issued by appropriate authority.	Yes/No
f) GST registration details (if available)	Yes/No

(Signature and Seal)  
(Authorized Signature)

**Annexure- 4**

(Part –III)

**LETTER OF DECLARATION**

**To:**

*The Regional Manager  
The Jute Corporation of India Limited  
Regional Office Nagaon, Assam*

Dear Sir,

We, the undersigned, offer to act as an outsourced Agency in accordance to your Request for Proposal dated [                      ]. We are hereby submitting our (Proposal), along with necessary documents as required for technical qualification.

We are submitting our Proposal in association with:

*[Insert a list with full name and address of each associated Participant].*

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 any Proposal you receive.

**Authorized Signature [*In full and initials*]:**

**Name and Title of Signatory:**

**Name of firm:**

**Address with contact information:**

(Part –IV)

**For any queries or clarification, correspondences and submission of application,  
please contact our –**

Please Contact -

**Regional Manager  
The Jute Corporation of India Ltd**

**Regional Office- Nagaon, Ram Krishna Road,  
Near Monosa Mandir, P.O. – Nagaon,  
Dist: - Nagaon, Assam - 782001**

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