

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

Regional Office-  
JCI Nagaon

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

**Invites Expression of Interest (EOI)**

**FROM**

**PROPRIETARY FIRMS / PARTNERSHIP FIRM /  
COMPANY / ENTREPRENURERS**

**FOR**

**ENPANELMENT AS SERVICE PROVIDER TO OPERATE 2 NOS.  
WEIGHBRIDGE OF JCI ON AN 'AS IS WHERE IS' BASIS AT JCI  
MOIRABARI DEPARTMENTAL PURCHASE CENTRE- Vill-Niz Dhing, P.O-  
Dhing, Nagaon Bhuragaon road, Batadrava, Nagaon, Dhing, 782123**

**AND**

**JCI KALIABOR DEPARTMENTAL PURCHASE CENTRE, Vill-Uluani  
Bazar,P.O-Bengenati,District-Nagaon,Assam-782137**

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## **Part – I**

### **I.I IMPORTANT DATES**

**EOI No.: JCI/ Weighbridge operationalizing/EOI /NAGAON RO./2024-25,  
Dated: 07/02/2025**

**Last Date of Submission of EOI: 28/02/2025 Time: 02.00 PM at JCI Nagaon R.O.  
Pre-Bid Meeting: 21/02/2025 Time: 04.00 PM at JCI Nagaon R.O.  
Date of EOI Opening: 28/02/2025 Time: 04.00 PM at JCI Nagaon R.O.**

### **I.II TERMS OF REFERENCE FOR EOI**

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 Departmental Purchase Centers (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.

Through this EOI, Agency may apply for enlistment with JCI for providing service through operationalizing of the weighbridge at MOIRABARI DPC & KALIABOR under JCI NAGAON RO.

An interested Agency who are willing to do business with the corporation can apply with his full particulars in prescribed EOI form which can be downloaded from website [www.jutecorp.in](http://www.jutecorp.in)

### I.III Essential Requirements

For the above requirements, the essential qualification criteria are as follows:

1. Trade License and Registration: Party must have valid registration with necessary Trade license, PAN, GSTIN (as applicable).
2. Experience: The Party should have experience of operating weighbridges or should possess similar experience of at least 3 years.
3. Financial capacity: “ Bank Solvency Certificate’ or Statement from bidder’s banker to be submitted for minimum last one year.
4. Authenticated copy of documents, duly self-attested about the details of business mentioning the products by the agency in last 1 year to be submitted along with EOI.
5. The tenure of the agreement will be valid for 3 years from the date of the agreement.
6. Income Tax Return Form along with Acknowledgement, And Audited Balance sheet & Profit and Loss A/c. or, Turnover certificate for last three (03) Financial yrs. duly certified by C.A or CMA, to be submitted
7. All the submitted Documents (including the EOI document) should be self- attested and stamped by the bidding Agency, to be submitted physically or by Registered / Speed Post in the Tender Box will be kept at NAGAON RO.

## I.IV SELECTION PROCEDURE

Selection of agency will be made solely based on verification of documents as mentioned in I.III Essential Requirements, nature of business, track record of similar kind of service

Interested parties are willing to be empaneled as the supplier may submit only one application. If any more than one proposal is submitted, all such proposals shall be disqualified.

## I.VI Procedure for Submission

- The application be submitted in a sealed envelope enclosing all required supporting documents addressing to **Regional Manager, JCI NAGAON RO**, within stipulated date and time.
- Envelope should be marked with EOI Number and Date.
- Application may be submitted by Speed Post / Courier or may be dropped in a box kept at Reception / Security, JCI NAGAON RO.
- JCI shall not be responsible for any postal delay.

**Part – II**

(To be typed in own letterhead)

**II.I DECLARATION**

EOI No.: **JCI/ Weighbridge operationalizing/EOI /NAGAON RO./2024-25,**  
**Dated: 07/02/2025**

**Expression of Interest (EOI)**

**ENPANELMENT AS SERVICE PROVIDER TO OPERATE OF 2 NOS. WEIGHBRIDGE OF JCI ON AN ‘AS IS WHERE IS’ BASIS AT JCI MOIRABARI & KALIABOR DEPARTMENTAL PURCHASE CENTRE.**

**DECLARATION**

I/We have read and understood the terms and conditions as mentioned in this documents and  
I/We agree to abide by them:

Full Name:

Address

Phone:

Mobile No.:

Fax No.:

**Signature: .....**

**(To be typed in own letterhead)**

**II.II EXPRESSION FORMS**

*(Form – 1)*

**APPLICATION LETTER**

**To:** *[Name and address of Corporation]*

Sir,

I/We, the undersigned, offer to operationalize the weighbridge at Kaliabor & Moirabari DPC under JCI Nagaon RO in accordance with your EOI dated [ ]. We are hereby submitting the application, along with necessary documents as required for evaluation.

I/We are submitting the relevant documents in association with:

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

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

My/Our application is binding upon us and subject to the modifications resulting from Contract negotiations.

I/We understand you are not bound to accept my/our application.

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

**Name and Title of Signatory:**

### ORGANIZATION DETAILS AND EXPERIENCE

#### A. Organization Details

Provide here a brief description and background of the business entity willing to empanel as a service provider:

1. Name of the business entity:
2. Registered Address:
3. Turnover of last 3 years: *Enclose copies of Annual Accounts (if applicable)*
4. Bank Details:
5. Income Tax Details: *Enclose copy of last 3 years Annual Income Tax Return*

#### B. Participant's Experience of past credentials of Operationalized of Weighbridge

SL. NO.	DATE	BUYER / CLIENT NAME	Particulars	Period	Contract Value
1					
2					
3					
4					
5					

**Note:** Please provide documentary evidence like copy of work order/contract for each of the above-mentioned assignments. The experience shall not be considered for evaluation if such requisite support documents are not provided with the proposal.





To  
The Regional Manager  
The Jute Corporation of India Limited  
Regional Office: Nagaon, Ram Krishna  
Road, Near Monosa Mandir, Dist: -  
Nagaon, Assam-782001

Sir

As per terms and conditions specified by JCI, we hereby agree and submit application for  
empanelment with JCI as an agency to operationalize of weighbridge

Name & Registered address

.....  
.....

Phone.....

Mobile.....

Email.....

Website.....

Authorized Signatory.....

Trade License.....

PAN.....

GST Registration No .....

Detail of products .....

.....

Bale Preparation time ..... (Minute)

.....  
**Authorized Signatory**

(Seal / Stamp & Date)

FOR ANY CLARIFICATIONS / CORRESPONDENCE /  
SUBMISSION OF EOI

## Please Contact

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

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

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