

THE JUTE CORPORATION OF INDIA LIMITED  
(A GOVERNMENT OF INDIA ENTERPRISE / MINISTRY OF TEXTILES)  
Regional Office  
SILIGURI RO

NEW SANCHITA BASTRALAYA BUILDING, 3<sup>rd</sup> & 4<sup>th</sup> floor, HILL CART  
ROAD SILIGURI, PIN-CODE-734001  
CIN: U17232WB1971GOI027958

**Invites Expression of Interest (EOI)**

FROM

PROPRIETARY FIRMS / PARTNERSHIP FIRM /  
COMPANY / ENTREPRENEURS FOR

ENPANELMENT AS SERVICE PROVIDER TO OPERATE OF 1 NO. WEIGH-  
BRIDGE OF JCI ON AN 'AS IS WHERE IS' BASIS AT JCI ISLAMPUR DE-  
PARTMENTAL PURCHASE CENTRE, TEENPOOL MARKETING P.O/ P.S- IS-  
LAMPUR. DIST- UTTAR DINAJPUR.733202.

## Part – I

I.I IMPORTANT DATES	3
I.II TERM OF REFERENCE FOR EOI	3
I.III ESSENTIAL REQUIREMENTS	4
I.IV SELECTION PROCEDURES	5
I.V PROCEDURE FOR SUBMISSION	5

## Part – II

II.I DECLARATION	6
II.II EXPRESSION FORMS	7-9
II.III CORRESPONDANCE DETAILS	10

Oh

## Part – I

### I.I IMPORTANT DATES

EOI No.: JCI/ Weighbridge operationalizing / EOI /Siliguri RO. / 2024-25/84, Dated: 24/03/2025.

Last Date of Submission of EOI: 22/04/2025 at Siliguri RO at 14.00 Hrs and opening of Application on 22/04/2025 at 15.30 Hrs

### 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 Islampur DPC under Siliguri RO 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)

  
क्षेत्रीय प्रबंधक  
Regional Manager  
द जूट कॉर्पोरेशन ऑफ इंडिया लिमिटेड  
The Jute Corporation of India Ltd.  
क्षेत्रीय कार्यालय, सिलीगुड़ी  
Regional Office, Siliguri





**I. III Essential Requirements**

For above requirements 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 at least 03 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 agreement will be valid for 03 years from the date of 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 Siliguri 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 willing to empanel as 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**

- ☐ Application is to be submitted in a sealed envelope enclosing all required supporting documents addressing to Regional Manager, JCI Siliguri 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 Siliguri 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 /Siliguri RO. / 2024-25/84, Dated: 24/03/2025.

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

ENPANELMENT AS SERVICE PROVIDER TO OPERATE OF 1 NO. WEIGHBRIDGE OF JCI ON AN 'AS IS WHERE IS' BASIS AT JCI ISLAMPUR 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**

Dr.



(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 weighbridge at Islampur DPC under JCI Siliguri 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 03 years Annual Income Tax Return

### **B. Participant's Experience of past credentials of Operationalized of Weigh-bridge**

SL. NO.	DATE	BUYER / CLIENT NAME	Particulars	Period	Contract Value

Note: Please provide documentary evidence like copy of work order/contract for each of above mentioned assignment. 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  
Siliguri RO  
New Sanchita Bastralaya Building, Hill Cart Road, Siliguri, West Bengal,  
Pin-734001

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)

Ch

FOR ANY CLARIFICATIONS / CORRESPONDENCE /  
SUBMISSION OF EOI

PLEASE CONTACT

MR. SANJOY KUMAR BARMAN

**REGIONAL MANAGER**

THE JUTE CORPORATION OF INDIA LIMITED  
SILIGURI RO  
NEW SANCHITA BASTRALAYA BUILDING HILL CART  
ROAD SILIGURI PIN CODE-734001, WEST BENGAL

E-MAIL: [ro.slg@jcimail.in](mailto:ro.slg@jcimail.in)  
Ph. No. 6295122239