

THE STATE TRADING CORPORATION OF INDIA LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
JAWAHAR VYAPAR BHAVAN, TOLSTOY MARG, NEW DELHI – 110001

NOTICE INVITING

Expression of Interest (EOI) for selection of
Jute Bag Manufacturers & Suppliers of varieties of Jute Bags (DWT / SBT / A-Twill /B-Twill/etc.) for supply to STC for sale/deliveries to various
State & Govt. agencies/ Purchase Organisations.

ABOUT US

THE STATE TRADING CORPORATION OF INDIA LIMITED (STC), incorporated under the Companies Act, 1956 having its registered office at Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi-110 001 and branch office at "Nilhat House" 9th & 10th Floor, 11, R. N. Mukherjee Road, Kolkata, is a Government of India Enterprise under the administrative control of Ministry of Commerce & Industry, Department of Commerce. (GOI), STC is a premier international trading organisation of India with experience of handling international and domestic business for over five decades and has been handling import and export of various kinds of products and commodities.

STC has a strong nation-wide presence with offices covering all the major port towns in India with deployment of highly skilled and experienced manpower across the country to provide quick and quality services to its clientele. During the year 2011-12 STC has achieved a turnover of Rs.30,444 Crores.

For supply of different varieties of Jute Bags (DWT / SBT / A-Twill /B-Twill/etc.) to Government of India and State Government Departments/ Central or State Government Undertakings for own consumption/ Domestic market, STC hereby invites Expression of Interest (EOI) from prospective Jute Bag Manufacturers as per following:

1. Details of items for which EOI is invited:

- i. Supply of Different variety of Jute Bags (DWT / SBT / A-Twill /B-Twill/etc.)

2. Scope of work:

- i. The Jute Bag Manufacturers shall accept all the terms and conditions of said Central / State Government Department/ Central or State Government Undertakings/Purchase Organisation and in case of order shall, on a back to back basis, deliver the said products and commodities to the Customers in the manner required at the nominated end destination. The goods shall be packed as per the desired specifications of the purchasing authority for onward sale to respective Central / State Government Department/ Central or State Government Undertakings/Purchase Organisation. The Jute Bag Manufacturers shall furnish Interest free EMD/Bid bond and Cash Margin/Performance Bank Guarantees (PBG)/Performance bond (to the extent of 10-20% of the total order value or as per the terms of the purchase Organisation), as required, to STC.
- ii. STC would quote the rates to Customers/Purchase Organisation on the basis of rates offered by the Supplier to STC after adding Trading Margin of STC. The amount of trading margin would be decided by STC at their sole discretion and the same shall not be contested by the supplier. The basic terms of order received by STC from Customer shall mutatis mutandis apply in the back-to-back contract to be finalized between STC and the Jute Bag Manufacturers. The payment to supplier shall be only released

against supply of goods and receipt of payment by STC from the respective Central / State Government Department/ Central or State Government Undertakings/Purchase Organisation.

- iii. It is to be expressly understood and agreed by the prospective Jute Bag Manufacturers that STC shall be making the purchases on behalf of its end Customers based on their specific indents. Accordingly in case any deductions are made from the bills of STC by its Customers on account of deviations in the specifications, delayed delivery or due to short-landing at unload destination point the amount will be reimbursed by the Jute Bag Manufacturers.

3. Pre-qualification criteria for selection of prospective Jute Bag Manufacturers:

- i. Jute Bag Manufacturers should have a minimum experience of 5 (five) years of milling / supplying of the said item(s) i.e. different variety of jute bags and is required to produce documentary evidence for same.
- ii. Jute Bag Manufacturers should have a valid PAN No., TIN No., CST No., valid Trade Licence & Manufacturing License by Competent authority or particular of registration certificate issued by Directorate of Jute Industries.
- iii. Jute Bag Manufacturers shall have to submit the copies of Income Tax Return filed and audited P&L A/C & Balance Sheet of the company for the last three years duly attested by a Chartered Accountant and their turnover for last three years should be more than 5 Crores.
- iv. Jute Bag Manufacturers are required to submit solvency certificate for a minimum amount(s) of Rs.1 Crore from the bank in order to undertake the supply.
- v. Jute Bag Manufacturers should have their own manufacturing unit and they shall clearly mention the plant(s) production capacity on per month & per annum basis for the item, for which the EOI is being submitted. Jute Bag Manufacturers shall also furnish information on the production undertaken on, actual basis in the stated plants, during the last two years along with their Manpower etc.
- vi. Jute Bag Manufacturers should have warehouse facilities for maintaining the stock of item in order to ensure smooth & uninterrupted regular supplies. Jute Bag Manufacturers should have to submit license for the use of standard mark issued by B.I.S, wherever BIS certificate is required
- vii. Jute Bag Manufacturers should have to submit the latest D& B / Any other Credit Rating Agencies Report at the time of empanelment with STC.
- viii. The Suppliers can also be asked to furnish additional information /confirmation in connection with verification of the documents submitted by the supplier, if deemed necessary. Also, responsibility & liability for collection of "C" Form/Any other form, if applicable, from the purchase organization, shall be borne by the Jute Bag Manufacturers and STC will hold the value of "C" from the payment made by the purchase organization until receipt of requisite "E1"/Any other required form, from the Jute Bag Manufacturers.
- ix. The above terms and conditions shall have to be considered by the supplier in totality and the EOI containing incomplete documents & not complying with the above conditions shall be summarily rejected.

- x. The selected Jute Bag Manufacturers shall ensure compliance of all the Government regulations/ conventions / policies /guidelines /orders etc. in force related to any or all of the above activities.
- xi. Jute Bag Manufacturers shall also submit a self certificate/undertaking issued by the owner/proprietor of the company certifying that company or its sister concern or any unit/partnership firms have not been debarred /blacklisted for doing business by Central / State Government Departments/ Central or State Government Undertakings/STC as on date. The supplier shall have to submit an UNDERTAKING to this effect at the time of application for prequalification under this EOI as well as while participating in the subsequent Tender. In case of submission of false declaration (found at any stage), such supplier shall be disqualified forthwith.
- xii. Details submitted by parties shall be examined in line with above mentioned criteria. The above terms and conditions shall be considered in totality and applications received without documents complying with the above conditions shall be summarily rejected.
- xiii. Supplier shall undertake to abide by the statutory jute bags purchase requirements of Central / State Government Departments/ Central or State Government Undertakings from time to time covering this EOI.
- xiv. STC reserves the right to accept or reject any/all applications and cancel the EOI process at any time, without assigning any reasons thereof.

4. Submission of Expression of interest:

- i. Prospective Jute Bag Manufacturers & Suppliers may download Expression of Interest document from our website www.stc.gov.in or www.tenders.gov.in and can also obtain a copy of same from Shri S. Banik, Jt. General Manager, The STC of India Ltd., "Nilhat House", 9th Floor, 11, R. N. Mukherjee Road, Kolkata-700 001 during office hours on any working day till one day prior to the opening of Expression of Interest and shall submit Expression of Interest documents in original down loaded form, duly signed and stamped at each page as token of acceptance of all terms and conditions. Expression of Interest received over Fax/Email or copy of the Expression of Interest shall be summarily rejected.
- ii. The Expression of interest must contain the name, designation and place of Business of the person with Phone and Fax Nos. of persons making the expression of interest and must be signed and sealed by the Prospective Supplier with his usual signature.
- iii. The President, Secretary or any other person or persons authorized to bind the corporation/company in the matter must sign expression of interests by corporations/companies with the legal name of the Corporations/ Companies.
- iv. The supplier should submit their supporting documents such as Company Brochure, Balance sheets of last three years, details of installed capacity & brief manufacturing process (wherever applicable), ISO or other accreditation certificates (if any), Registration certificates with various tax authorities or Government Departments, etc.
- v. Each page has to be numbered consecutively and signed.

- vi. For each item separate set of documents, as prescribed in the EOI are to be submitted in separate cover.

5. Last Date for submission of Expression of Interest:

The last date for submission of the Expression of Interest is **06-05-2013 at 1500 Hrs.**

6. Place for submission of Expression of Interest:

The Expression of Interest should be addressed to Branch Manager, The STC of India Ltd., "Nilhat House", 9th Floor, 11, R. N. Mukherjee Road, Kolkata-700 001 along with duly filled in enclosed Annexure-I & requisite enclosures should be put in the Box placed on the reception of STC, Kolkata before the due date and time. This cover should also be super-scribed with the EOI No. and Date, Item Description and the date of EOI Opening.

Important Note: FOR EACH ITEM SEPARATE SET OF DOCUMENTS AS PRESCRIBED IN THE EOI ARE TO BE SUBMITTED IN SEPARATE COVER.

7. General Terms & Conditions:

- i. STC reserves the right to accept or reject any offer of Expression of Interest without assigning any reasons what so ever.
- ii. Final selection of Jute Bag Manufacturers, for each of the stated items, from the EOIs received will be done at the discretion of STC and the decision of STC shall be final and binding on all the participating parties.
- iii. The Supplier may clearly note that terms and conditions enumerated in this EOI are only illustrative and not exhaustive. The chosen Jute Bag Manufacturers will have to enter into contracts as devised by STC to fully protect STC's overall interests and also the interests of the prospective customers.
- iv. The prospective Jute Bag Manufacturers can also be asked to furnish additional information/confirmation in connection with verification of the documents submitted by the supplier, if deemed necessary.
- v. All details and terms and conditions of this document shall have to be considered by the prospective Jute Bag Manufacturers in totality and the expression of interest containing incomplete documents & not complying with the above conditions are liable to be rejected.

8. Late receipt of Expression of Interest:

Any EOI received after the due date and time would be treated as not received.

9. Ownership of EOI Documents and information therein (all Expression of Interest documents) will become the property of STC upon submission. Where the prospective Supplier believes that information provided in response to this EOI is, or should be kept confidential; or disclosure of this information would unreasonably affect Supplier's business affairs, notice is to be given at the time of delivery of the information or documents by clearly marking such information 'confidential'. In so far as is practicable STC will give effect to the prospective Supplier stated wishes, and requests for access to such information will be determined under the RTI Act.

10. No Contractual Obligation:

STC is not bound contractually or in any other way to any prospective Supplier to this Expression of Interest. STC is not liable for any costs of compensation in relation to the consideration of this

Expression of Interest or any Expression of Interest, incurred by the prospective Supplier to this Expression of Interest whether or not STC terminates, varies, or suspends the Expression of Interest process or takes any other action permitted under this Expression of Interest, including consideration of concepts proposed in future developments.

11. Short listing of associate Millers/suppliers:

Prospective Supplier who qualifies as Associate manufacturers & suppliers to STC would be individually notified after the evaluation process is complete. The validity of Associate-ship agreement (on the basis of EOI's received) shall be initially for a period one year from the date of acceptance by STC, which may be renewed on the basis of performance of the party, at the sole discretion of STC.

12. Disclaimer:

The issue of this document does not in any way commit or otherwise obliges STC to proceed with all or any part of an EOI process. The EOI Request is not the subject of any process contract or any contractual obligations between STC and prospective Supplier. STC may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the prospective suppliers.

FORMAT (TO BE FILLED UP) BY PROSPECTIVE ASSOCIATE SUPPLIERS

PARTICULAR DETAILS

1. NAME OF ITEMS (Jute Bags) for which empanelment is requested				
2. Annual Manufacturing & Supplying Capacity				
3. Quantity supplied (Documentary Proofs to be attached)	IN INDIA (Domestic)		OUTSIDE INDIA (Exports)	
	Quantity supplied in MT	Value (Rs.in Crores)	Quantity supplied in MT	Value (Rs.in Crores)
In the year 2009-10				
In the year 2010-11				
In the year 2011-12				
4. (a) Name and address of Manufacturer & Supplier Year of Establishment				
(b) Name of contact person(s)				
(c) Telephone No(s).				
(d) Fax No(s)				
(e) E-mail id(s)				
5. Attach supporting documents such as: Supporting documents of supplier such as Company Brochure, Audited Balance sheets of last three years, ISO or other accreditation certificates (if any),Certificate of incorporation along with copy of partnership deed,	Attached		Not attached	

Registration Certificate or Copy of Memorandum of Article of association, Income tax return for last three years, Registration certificates with various tax Authorities or Government Departments, Manufacturing License, etc.		
(ii) Bank Reference Certificate	Attached	Not attached
(iii) Credit rating agency report(if any)	Attached	Not attached
(iv) Copies of Purchase orders/Performance Certificates in support Sr. No 1. (b) above	Attached	Not attached
v) Acceptance of All terms and conditions specified in EOI	Accepted	Not accepted
6. Has the company been black listed / banned by any Government Undertaking/ Govt. Deptt. from participating in any tenders for supply of Jute Bags.	Yes	No
7. Whether blacklisted /banned on the date of application	Yes	No
8. Details of clients to whom supplies during the last three years both in terms of volume and value have been completed.		
9. Any other document, as asked for in the EOI		

##Please use extra sheet, if more space is required.

Certified that the above information is true and we confirm that all information given in the Expression of Interest are correct and if at any point of time the information is found to be incorrect our EOI will be liable for rejection by STC.

Dated:

Signatures:

Name & Designation

Place

Company Seal