

**GUIDELINES FOR SUBMISSION OF APPLICATIONS FOR
APPOINTMENT AS DEALER OR OPEN BUYERS FOR
SELLING NTC's OWN MANUFACTURED YARN / FABRIC**



INVITATION FOR APPLICATIONS

**NATIONAL TEXTILE CORPORATION LIMITED
(A GOVT. OF INDIA UNDERTAKING)
5TH AND 6TH FLOOR, CORE-IV,
SCOPE COMPLEX, 7, LODHI ROAD,
NEW DELHI-110003, INDIA**



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UNDERLYING OBJECTIVE

The objective of NTC is to appoint Dealers / Open Buyers from across India for selling Yarn / fabric produced in NTC Mills across India.

The Appointed Dealer / Open Buyer would have following key objective –

1. Purchase Yarn / Fabric from NTC's Mills.
2. Maximize the sales of NTC's Yarn / Fabric and promote the same among end consumers.
3. Lift the material in time as per NTC policy and facilitate in regular movement of yarn / Fabric and try and avoid stock piling at NTC Ltd.
4. To be governed by NTC's Sales Policy and as modified from time to time.

SCOPE OF WORK FOR SELECTED AGENCY

The scope of work for appointed Agency/Dealer is mentioned below but not limited to the following:

1. The Dealer shall regularly lift NTC's material (Yarn / Fabric) and ensure that stocks do not pile up in NTC.
2. The Dealer shall make payment as per the existing terms of payment for sale of yarn / fabric governed by NTC Sales Policy and as and when it is modified.
3. The Dealer shall make sure that NTC's Yarn / fabric is sold in the market. The dealer shall strive hard to retain NTC's end users as well as make new users for NTC's Yarn and Fabric
4. The Dealer shall co-ordinate with the officials in the respective mills, Regional Offices or Head Office for all the required information to facilitate in the sale of yarn / fabric.
5. The Dealer shall ensure that all the statutory compliance are adhered to and complied with and no liability shall accrue to NTC on account of any delay because of the dealer.
6. The Dealer should have the GST and other desired registration with the respective tax authorities to makes sure that there is no impediment to do the business.

ROLE OF NTC

1. Provide the details of the count of yarn / fabric with specifications and quantity of each of the mills along with the floor prices of each count fixed by NTC from time to time.
2. NTC shall confirm the booking requirements of each of the dealer based on the availability, booking received and production capacity.
3. NTC shall provide the details of its Sales Policy to the dealers which will have to be followed in totality by the dealer. All the policies framed pertaining to lifting of yarn, penal interest, booking of yarn / fabric, Invoicing, committee etc. shall be applicable as per the policy.
4. NTC reserves the right to sell.



QUALIFICATION CRITERIA FOR DEALER- TECHNICAL

Eligible applicants must seek to meet the following criteria (based on audited results and documentary proofs and declarations to be attached):

1. Experience in dealing with Sales and purchase of Yarn / fabric for atleast one (1) year.
2. Should have a turnover of atleast Rs. 3 Crores in the past financial year.

THE PARTY QUALIFYING THE ABOVE TWO CRITERAS SHALL BE CONSIDERED FOR SELECTION.

FORMAT OF SUBMISSION OF OFFER

The interest parties should submit the offer which shall comprise two envelopes system as the following:

I. Technical Bid

- a. Security Deposit in form of Demand Draft to be drawn in favour of "National Textile Corporation Ltd." payable at New Delhi for Rs. 5,00,000/- (Rupees Five Lacs only) for yarn or Rs. 5,00,000/- (Rupees Five Lakhs) for fabric or Rs. 10,00,000 (Rupees Ten Lakhs) in case the party wants to be registered for both Yarn and fabric. This shall be refundable. The Deposit of the selected agency/firm shall be retained with NTC and shall carry interest (if any) as per the Sales Policy of NTC.
- b. All documents pertaining to the turnover and experience and other details as per the form enclosed in this document.
- c. If the party wishes to be registered as Open Buyer, no deposit is required, however, documents as above should be submitted.

The offer duly completed along with the details can be submitted anytime in a sealed envelope super scribed "Private and Confidential – **Offers for Appointment as Dealers or Open Buyers for Selling NTC's Own Manufactured Yarn / Fabric.**" at the following address and marked to the attention of the under mentioned officer:

Deputy General Manager (Marketing)
National Textile Corporation Limited
Marketing Department, Core-IV, SCOPE Complex
7 Lodhi Road
New Delhi – 110003, Ph: 011-24361049

DISQUALIFICATIONS

- a) NTC shall not entertain for the purpose of qualification, an offer that in its considered opinion, does not seek to achieve the NTCs underlying objective.
- b) An offer that is found to be incomplete in content or attachments or authenticity shall not be considered for the purpose of qualification.
- c) Without prejudice, an interested party may be disqualified and its offer dropped from further consideration for any of the reasons listed below –



- Misrepresentation by such party in the details provided.
- Failure by such party to provide the information required to be furnished in the Bid.
- Submission of application of a party in two or more different names / firms
- If any information becomes known after the interested party has been qualified which would have entitled NTC to reject or disqualify the relevant party NTC reserves the right to reject the interested party at any time after such information becomes known to NTC.

OTHER TERMS AND CONDITIONS

- a. This document constitutes no form of commitment on the part of the NTC other than to provide further information on the tender. Furthermore, this document confers neither the right nor an expectation on any party to participate in the proposed process of inviting external investment.
- b. NTC reserves the right to withdraw from the process or any part thereof, to accept or reject any /all offer(s) at any stage of the process and/or modify the process or any part thereof or to vary any terms without assigning any reasons. No financial obligations will accrue to NTC in such an event. NTC shall not be responsible for non-receipt of correspondence sent by post / e-mail / courier /fax.
- c. The interested party shall bear all costs associated with the preparation and submission of the offer. NTC shall not, under any circumstances, be responsible or liable for any such costs, whether direct, incidental or consequential.
- d. Conditional tenders will be summarily rejected.

PAYMENT TERMS

- a) A commission as per NTC's Sales Policy would be applicable.
- b) In order to ensure that there is no pendency in case of GST, commission (as per Sales Policy) will be paid to the party after complete payment is received by NTC, the goods are lifted and all tax formalities completed.

PENALTY CLAUSE

1. In case the selected dealer fails to lift the material within the stipulated time of as per the NTC Sales Policy, penal interest shall be charged.
2. In case a dealer defaults repeatedly, the Security Deposit shall be forfeited and the dealer shall be blacklisted as detailed in NTC Sales Policy.

ARBITRATION CLAUSE

Any dispute or difference whatsoever arising between the parties out of or relating to the conclusion, meaning scope, operation, or effect of the contract or break thereof shall be settled by arbitration in accordance with the rules of Arbitration of the Indian council of arbitration and the award made in pursuance, thereof shall be binding on the parties. The place of arbitration shall be New Delhi and the language shall be English.

**FORM****DETAILS REQUIRED FOR REGISTRATION OF DEALERS FOR SELLING NTC's YARN AND FABRIC**

S. No.	PARTICULARS	DETAILS
1	Name of the Company	
2	Authorized representative	
3	Address	
4	E-Mail Id	
5	Mobile No., Tel. No. and Fax No.	
6	GST Registration No. (Certificate to be attached)	
7	Details of Turnover in the last Financial Year (Balance Sheet to be attached)	
8	Date of Incorporation	
9	Details of Market where you are operating	
10	Draft Details	
11	Interested in Yarn or Fabric or Both	