

GUIDELINES FOR SUBMISSION OF APPLICATIONS FOR APPOINTMENT OF POWELOOM WEAVERS / SOCIETIES FOR E-AUCTION OF YARN OF SELECT NTC MILLS



INVITATION FOR TENDER BID

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

This document is a guideline for submission of Offers for Appointment of Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills.



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UNDERLYING OBJECTIVE

The objective of NTC is to appoint Powerloom Weavers / Societies from across India for E-Auction of Yarn of Select NTC Mills. The following entities are eligible to apply for the E-Auction of Yarn:-

1. Powerloom weavers' co-operatives / associations / societies.
2. Small and medium cloth producers.
3. Handloom weavers' co-operatives / associations / societies.
4. Group work sheds supported by Textile Commissioner.

The Appointed entity would have following key objective –

1. Purchase Yarn from select NTC Mills through E-Auction.
2. Participate in the E-Auction of Yarn through our E platform providing agency selected to conduct the E-auction.
3. Lift the material in time as per NTC policy and facilitate in regular movement of yarn.

SCOPE OF WORK FOR SELECTED AGENCY / ENTITY

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

1. The entity shall participate in the E-auction of yarn to be held weekly or otherwise which shall be informed in time.
2. The entity shall co-ordinate with the officials in the respective mills / locations from where yarn is to be lifted for all the required information to lift the Yarn.
3. The material should be lifted within 7 days of confirmation of order to be conveyed online or modified by NTC from time to time. In case of default, the Security Deposit shall be forfeited and registration shall be cancelled. The delivery of goods will be on Cash and Carry basis from the nearest Depot, the locations of which would be publicized by NTC in due course.
4. The entity shall adhere to all the changes that take place w.r.t. NTC policies and procedures which shall be informed to the entity in writing.
5. For any query the entity can contact at 011-24362592, 022-22686600 or on vinu.nair@ntcltd.org or smsharma.mktg@gmail.com.

OTHER REQUIREMENTS FROM THE SELECTED ENTITY

1. The entity should have atleast 5 looms in case of him being a powerloom / handloom weaver or are small or medium cloth manufacturers.
2. The entity or its staff should have required Hardware and Software capability to participate in the E-Auction.
3. The entity should have the desired registration with the respective tax authorities to makes sure that there is no impediment to do the business.
4. All recognized powerloom / handloom societies / co-operatives / associations are eligible to participate.
5. Minimum order to be booked shall be 20 bags (each bag 50 kgs approx.) and and Maximum Order Quantity would be 150 Bags. If a weaver / society require more than 150 bags, he would indicate



separately and decision would be taken by NTC after the auction is over, within same day by Regional Marketing Incharge.

ROLE OF NTC

1. To Provide the details of the count of yarn with specifications and quantity of each of the mills for E-auction before every auction alongwith the floor prices of each count.
2. NTC shall get a unique ID and password created for each appointed entity to facilitate in the bidding.
3. NTC shall provide the details of sales conducted every week through E-auction every week to the respective winning entity on the same day after the auction is over online.
4. NTC shall give the details for inclusion / exclusion of NTC mills from the e-auction to the entities from time to time at the sole discretion of NTC.
5. The E-auction shall be held once every week for a fixed 90 minute slot at a set time unless otherwise informed.
6. Any change in the policies framed pertaining to lifting of yarn, penal interest, booking of yarn, Invoicing, committee etc. shall be applicable for the E-auction of Yarn and shall be informed to the entities in writing.
7. As an incentive to decentralized sector for E-purchase, Cash discount of 1% of the value would be extended.
8. Place / Location of yarn from where the delivery would be made shall be informed by NTC before the auction.

PRE-BID MEETING

A pre-bid meeting will be held at the markets during the 1st week of September 2017. An official meeting is proposed to be held on 05th September 2017 at 12:00 Noon at NTC WRO Office, Mumbai. All the parties who wish to apply for the tender can come to this meeting and clear their doubts. They may also suggest any additions / modifications in the tender document. However, whether to incorporate the suggestions or not shall be the prerogative of NTC Ltd.

QUALIFICATION CRITERIA - TECHNICAL

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

1. Should be one of the below:-
 - Powerloom weavers' co-operatives / associations / societies.
 - Small and medium cloth producers
 - Handloom weavers' co-operatives / associations / societies
 - Group work sheds supported by Textile Commissioner



2. Should have atleast 5 looms in case of him being a powerloom / handloom weaver or are small or medium cloth manufacturers.
3. Should be registered Powerloom / Handloom society / co-operative / association.

THE ENTITY QUALIFYING THE ABOVE CRITERAS SHALL BE CONSIDERED FOR SELECTION.

FORMAT OF SUBMISSION OF OFFER

The interested parties should submit the offer as the following:

I. Technical Bid

- a. Letter of Expression of Interest as per Form I
- b. Statement of legal capacity as per Form II
- c. Request for qualification as per Form III
- d. A certificate on the letter head confirming that neither the firm, its Directors or Proprietors are blacklisted with NTC or any other company under the Govt. of India – As per indictment certificate Form IV
- e. Format for Submission of details as per Form V
- f. Other relevant documents regarding the Qualification criteria as mentioned above.

Within this envelope, in a separate envelope the following should be also be enclosed:

- a. Security Deposit in form of Demand Draft to be drawn in favour of “National Textile Corporation Ltd.” payable at New Delhi for Rs. 10,000/- (Rupees Ten thousand only). This shall be refundable and Interest free. The Deposit of the selected agency/firm shall be retained with NTC and shall carry no interest.

The Request for Qualification should be duly filled in and accompanied by the following details:

- a. Name and Profile of the applicant.
- b. Certificate (on the letterhead of the interested party) stating that there has been no indictment by any income tax, sales tax, customs, excise or any other regulatory authorities (please give details of the individual cases of indictment, if any). Kindly refer to format given in Form IV.
- c. Documents, Balance Sheet, brochures, awards, etc. to support the experience and qualification status set-out in qualification criteria above.
- d. Any other information considered relevant.

The last date of submission of tenders is 14.09.2017 till 01:00 PM. The Technical offers will be opened on the same date at 3:00 PM at the mentioned address in the presence of the parties who wish to attend. Each page of the application should be duly signed by the interested party.

Submission of the aforesaid documents by fax, e-mail or any other electronic means will not be acceptable. The offer duly completed along with the details should be submitted not later than 01:00 PM (IST) on 14.09.2017 in a sealed envelope super scribed “Private and Confidential – **Offers for Appointment of**



Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills." at the following address and marked to the attention of the under mentioned officer:

**Executive Director (Marketing)
National Textile Corporation Limited,
6th Floor, Core-IV, SCOPE Complex,
7 Lodhi Road, New Delhi - 110003, India**

It is the responsibility of the interested party alone to ensure that the offer with required documents is delivered at the above mentioned address on or before the stated time and date. NTC shall not be responsible for non-receipt of any correspondence.

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 tender, RFQ, SLC and/ or indictment statement and/or Declaration of not being blacklisted.
 - Failure by such party to provide the information required to be furnished in the Bid, RFQ, SLC and indictment statement.
 - Submission of Bid, RFQ, SLC and indictment statement twice by any party.
 - 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.
 - The interested parties not satisfying the eligibility and requisite qualification criteria specified in the above sections.

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) Payment should be made by the entity within 7 days from the confirmation to be done online.
- b) The Entity shall be given a Cash discount of 1% on the value of the order booked.

ENQUIRIES

1. Any clarification, enquiries with respect to the submission of Tender and Tender guidelines may be sent to the official mentioned above by post, fax or email latest by 04.07.2017. The response to the clarification shall be provided within 3 working days and replied through email.
2. NTC reserves the right not to respond to questions raised or provide clarifications sought not pertaining to the proposal, in their sole discretion, if it is considered that it would be inappropriate to do so. Nothing in this document shall be taken or read as compelling or requiring NTC to respond to any question or to provide any clarification.
3. No extension of any time and date referred to in this Guideline shall be granted on the basis or grounds that NTC has not responded to any question/ provided any clarification.

PENALTY CLAUSE

1. In case the selected dealer fails to lift the material within the stipulated time of 7 days, its Security Deposit shall be forfeited and registration shall be cancelled.

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.

JURISDICTION CLAUSE

The Law of Union of India shall govern all matters relating to the proposed contract of work. Only courts at New Delhi shall have the jurisdiction to decide or adjudicate on any matter, which may arise.

TERMINATION OR DEFAULT CLAUSE

NTC or the dealer may without prejudice to any other remedy for breach of contract of work by written notice of default to the vendor or NTC, terminate the contract in whole after clearing all dues.

CONTRACT AMENDMENT AND SUB CONTRACT

No variation in or modification of the terms of the contract shall be made except by written amendment signed by the Agency / Firm and NTC. The Agency / Firm shall notify the NTC in writing of all the sub-



contracts awarded under the work contract if not specified in his bid. Such notifications, in its original bid or later, shall not relieve the vendor from any liability or obligation under the contract.

Any notice given by one party to the other pursuant to the contact shall be sent in writing or by fax to the address specified as under –

Executive Director (Marketing)
National Textile Corporation Limited,
6th Floor, Core-IV, SCOPE Complex,
7 Lodhi Road, New Delhi - 110003, India

ANNEXURE

FORM-I: EXPRESSION OF INTEREST

(To be forwarded on the letterhead of the interested party submitting the Tender)

Reference No. _____

Date _____

Executive Director (Marketing)
National Textile Corporation Limited,
6th Floor, Core-IV, SCOPE Complex,
7 Lodhi Road, New Delhi - 110003, India

Sub: Offers for Appointment of Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills.

Sir,

This is with reference to the advertisement dated _____ inviting bid for Appointment of Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills.

As specified in the advertisement, we have read and understood the contents and Guidelines for Submission of Bid and are desirous of participating in the above process:

We propose to submit our offer as _____ (insert name of interested party)

We certify that we have not been convicted by a Court of law or indicted or adverse orders passed by any regulatory authority which would cast a doubt on our ability which relates to a grave offence that outrages the moral sense of the community. We further certify that no investigation by any regulatory authority is pending either against any of us or against our sister concerns or against any of our CEOs or any of our Directors/Managers/ Employees. We undertake that in case due to any change in facts or circumstances during the pendency of the process for invitation, we are attracted by the provisions of disqualification in terms of the subject guidelines; we would intimate NTC of the same immediately. The Statement of Legal Capacity, Request for Qualification and Statement as regards to any indictment by any regulatory authorities, as per formats indicated hereinafter, duly signed by us/respective members, who jointly satisfy the eligibility criteria, are enclosed.



We shall be glad to receive further communication on the subject.

Yours faithfully,

(Authorized Signatory)
For and on behalf of the party

Enclosure:

1. Statement of Legal Capacity
2. Request for Qualification
3. Statement as regards to any indictment by any regulatory authorities.
4. Statement confirming that the party is not Blacklisted with any Company under Govt. of India.

FORM-II: STATEMENT OF LEGAL CAPACITY

(To be forwarded on the letterhead of the interested party submitting the Tender)

Reference No. _____

Date _____

Executive Director (Marketing)
National Textile Corporation Limited,
6th Floor, Core-IV, SCOPE Complex,
7 Lodhi Road, New Delhi - 110003, India

Sub: Offers for Appointment of Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills.

Sir,

This is with reference to the advertisement dated _____ inviting offer for Appointment of Powerloom Weavers / Societies for E-Auction of Yarn for select NTC Mills.

As specified in the advertisement, we have read and understood the contents and Guidelines for offer and pursuant to this hereby confirm that:

We satisfy the eligibility criteria laid out in the Guidelines for Submission of Tender.

We have agreed that _____ (insert individual's name) will act as our representative on our behalf and has been duly authorized to submit this letter. Further, the authorized signatory is vested with requisite powers to furnish such letter and Request for Qualification and authenticate the same.

Yours faithfully,

Authorized Signatory

For and on behalf of (party)



FORM-III: REQUEST FOR QUALIFICATION - PROFILE

(To be submitted in respect of interested party)

Name of the interested Agency/ Firm _____

1. Constitution (Tick, wherever applicable)

- (i) Public Limited Company
- (ii) Private Limited Company
- (iii) Others, if any (Please specify)

2. Details of Shareholding :

3. Business description: (Should also cover the following)

Organization Mission, Vision and Strategic Objectives, Product / services portfolio, India and International presence, Number of full / part time employees, Awards and recognitions, Corporate Social Responsibility Programs: (Interested party may use separate page for writing business description – not to exceed 5 pages).

4. Date & Place of incorporation :

5. Date of commencement of business :

6. Number of years of operations :

7. Full address including phone number./fax number

Registered Office:

Head Office:

8. Address for correspondence :

Yours faithfully,
Authorized Signatory
For and on behalf of the (party)

Place:

Date:

To be put as annexure as a part of Form III:



FORM - IV: STATEMENT AS REGARDS TO ANY INDICTMENT BY ANY REGULATORY AUTHORITIES

(To be forwarded on the letterhead of the interested party submitting the Tender)

Date _____

Executive Director (Marketing)
National Textile Corporation Limited,
6th Floor, Core-IV, SCOPE Complex,
7 Lodhi Road, New Delhi - 110003, India

We certify that there has been no indictment by any income tax, sales tax, customs, excise or any other regulatory authorities {except as stated below:}*

Yours faithfully,

Authorized Signatory

For and on behalf of party

Name:

Designation:

Address & Contact Number:

FORM - V: FORMAT FOR SUBMISSION OF DETAILS

Name of the Weaver / Society / Association	No. of Looms / operation / al	Addresses	Contact person	Contact details (Ph. No., E-mail, Fax)	Tax Identification No. (if applicable) (Certificate to be attached)	Copy of Registration Certificate (if applicable)	Any other information / certificate deemed necessary