

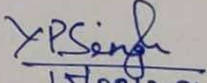
NCCF/DB/EXPORT/2020-21/ 80

DATE: 15-02-2021

**EXPRESSION OF INTEREST**

Expression of Interest (EOI) for appointment of local agent in People's Republic of Bangladesh to liaise with all concerned Government Departments & Agencies in Bangladesh for Export of non-basmati rice is invited as per enclosed details. Interested agent/firms may submit their Expression of Interest/bid with all required details in PDF form duly signed and stamped through email on [ncfdli@rediffmail.com](mailto:ncfdli@rediffmail.com) latest by 19/02/2021 upto 11:30 AM (IST) alongwith cost of tender form. Conditional EOI/Bid will not be considered.

NCCF reserves the right to accept or reject any Bid/Expression of Interest without assigning any reason.

  
15/02/2021  
(Y.P.Singh)  
Branch Manager

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT OF LOCAL AGENT IN PEOPLE'S REPUBLIC OF BANGLADESH TO LIAISE WITH ALL CONCERNED GOVERNMENT DEPARTMENTS AND AGENCIES IN BANGLADESH FOR EXPORT OF PARBOILED NON-BASMATI RICE AND OTHER AGRO ITEMS, ETC TO BANGLADESH.

National Cooperative Consumers' Federation of India Ltd. (NCCF) is an apex Federation of consumer cooperatives in the country, which started operation in 1965, NCCF functions under the administrative control of Ministry of Consumer Affairs, Food & Public Distribution, Government of India, New Delhi. NCCF is conducting its commercial operations through its 28 branches and offices located in various State Capitals and other places in the country with its headquarters at New Delhi.

NCCF is desirous to appoint a reputed well-established organization, company, firm/individual having commercial base in the territory of Bangladesh with statutory recognitions under relevant laws of Bangladesh to act as a local agent for and on behalf of NCCF to liaise with all concerned Government Departments and Agencies in the territory of Bangladesh for export of Rice and other Agro items etc. The local agent is expected to have adequate experience in similar fields and is expected to liaise with all concerned Government Departments and Agencies in Bangladesh. The engagement as an agent shall be purely on contractual basis for an initial period of one year from the date of appointment which may be extended further for another one year at the sole discretion of NCCF based on the satisfactory performance of the agent.

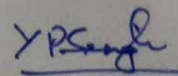
Interested firms are requested to send application furnishing complete details of their names, addresses, ownership structure, quantum of business being handled in Rice and Agro items etc. experience in various fields of liaisoning with buyers/Government agencies in Bangladesh as agent on behalf of overseas suppliers, etc.

All Bidders are required to submit their bids along with Application in form of scanned copy to e-mail: [necfdli@rediffmail.com](mailto:necfdli@rediffmail.com), Scanned copies (in pdf format) of Bids on bidders letter head (Annexure I ) along with application & required documents and Price Bid (Annexure II) duly signed and stamped shall be submitted electronically as above latest by 11:30 AM on 19.02.2021.

Additional information/Corrigendum/ Addendum regarding the EOI shall be posted on NCCF website [www.necf-india.com](http://www.necf-india.com) only from time to time. Therefore, advised to regularly visit this websites to update them.

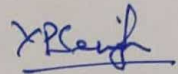
**INSTRUCTIONS TO BIDDERS:-**

- I. Scanned copies of Bids on company's letter head along with application have to be mandatorily submitted electronically to e-mail [necfdli@rediffmail.com](mailto:necfdli@rediffmail.com) on or before the last date i.e. 19/02/2021 time 1103 AM. NCCF will not be responsible for any delay or the difficulties encountered during the submission of bids at the eleventh hour due to any technical or other problems.
- II. Bids will be submitted along with application & required documents on bidder's letter head in two annexure (General information & Price bid).
- III. For any queries relating to the process of online bid submission or queries relating to EOI be submitted through e-mail [necfdli@rediffmail.com](mailto:necfdli@rediffmail.com). The bidders may also contact Head Office on Tel no. 011-40194607 Branch Office 011-41008679.



IV. Bid must be accompanied by cost of tender form (non – refundable) of INR 10,000/- + 18% GST i.e. Rs. 11,800/-(Rupees Eleven Thousand Eight Hundred only) inclusive of all taxes, by way of DD/PO, RTGS/NEFT/ELECTRONIC MODE to the NCCF of India Ltd. as per following bank details and a copy of receipt (original in case of DD/PO) must be provided along with the application and bid documents.

Beneficiary: NCCF of India Ltd.  
Bank name: Central Bank of India  
Account No.: 1132293272  
IFSC Code: CBIN0281410  
Nehru Place, New Delhi.

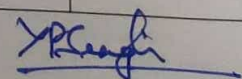


(Y.P.Singh)  
Branch Manager

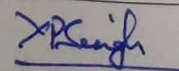


**FORMAT FOR APPLICATION**  
**APPLICATION FOR APPOINTMENT OF LOCAL AGENT IN BANGLADESH**  
**FOR EXPORT OF RICE AND OTHER AGRO ITEMS ETC. TO PEOPLE'S**  
**REPUBLIC OF BANGLADESH**

1	SCOPE OF WORK	The firm/Local Agent should have experience and expertise of liaising with Government of Bangladesh for any kind of supply of agro by foreign firm/company/organization by Negotiation or Government to Government basis.	
2	ORGANISATION DETAILS	A. Name:	A.
		B. Address	B.
		C. Name of bankers, their addresses and their certificate on the financial condition of applicant:	C.
		D. Valid agency registration certificate from the concerned office at Government of Bangladesh: Incorporation Certificate, TIN, VAT, GST Registration Trade Licence copy attached	D.
		E. Ownership structure:	E.
		F. Names, Addresses Contact numbers Email IDs of Directors/Owners.	F.
		G. Experience in working as agent on behalf of foreign organization/firm/individual to liaise with all concerned Government Departments and Agencies in Bangladesh for supply of Agro/Construction/G2G works:	G.
		H. Other relevant information, if any:	H.
		I. Names of suppliers companies on whose behalf the applicant represented as agent for supply of Rice and other Agro items etc. against Bangladesh Tenders:	I.



3	FUNCTIONS OF LOCAL AGENT	<p>A. To do Liaisoning and render all other assistance/information to NCCF, get orders from Govt. of Bangladesh in Bangladesh.</p> <p>B. Assist in preparing the buying offer to buyers in Bangladesh and submission of the same on behalf of NCCF.</p> <p>C. Advise NCCF during contract negotiations with buyers in Bangladesh and also in any future negotiations or price, terms and conditions, provide relevant data to enable negotiations to be undertaken effectively.</p> <p>D. Assist in the preparation of the Contract.</p> <p>E. Assist in scheduling, documentation and coordination in supply of Rice and other Agro items etc. to buyers in Bangladesh.</p> <p>F. Extending assistance in handling and resolution of grievance of Govt. of Bangladesh/Buyers if any, in Bangladesh or their associates in respect of export of Rice and other agro items etc.</p> <p>G. Expediting payments against the export of Rice and other Agro items etc to be made to NCCF.</p> <p>H. Assist NCCF to develop and maintain good relations with Govt. of Bangladesh/buyers in Bangladesh.</p> <p>I. Use its best endeavours to communicate as soon as any significant changes take place in the local market of Bangladesh pertaining to Rice and other Agro items etc.</p> <p>J. Inform NCCF of competitors' activities, deliveries, prices and plans.</p> <p>K. Provide information and coordination as requested by NCCF with regard to buyers in Bangladesh.</p> <p>L. Maximize the goodwill, trust and understanding between NCCF and buyers in Bangladesh.</p> <p>Carry out any other tasks as required by NCCF from time to time.</p>
4	TERM OF APPOINTMENT	<p>One year from the date of appointment which may be extended further for another one year at the sole discretion of NCCF based on the satisfactory performance of the agent.</p>
5	COMPENSATION / REMUNERATION	<p>A. The agency commission to be quoted in MT of export contract/order value. The charges should be inclusive of all applicable taxes and statutory levies, if any. The payment of agency commission will be made only in Indian Rupees.</p> <p>B. The agency commission shall be calculated on actual quantity delivered after full settlement of all services provided by the Agent. The agency commission shall be based on commodity to commodity and contract to contract.</p> <p>C. The agent shall be paid the Commission only after satisfactory performance of the Contract between NCCF and buyer in Bangladesh and after realization of 100% of export proceeds by NCCF.</p> <p>D. All payments are to be processed by NCCF subject to processing / approval under the procedures laid down by the Reserve Bank of India and other financial/Govt. Agencies.</p>





		<p>E. Payment shall be released after receipt of commercial invoice from the agent.</p> <p>F. TDS/other taxes shall be deducted as per statutory requirements.</p>
6	DETAILS OF CORPORATE CLIENTS FOR WHOM SUCH WORK IS BEING CARRIED OUT ON REGULAR BASIS	To be indicated by the applicants with documentary evidence.
7	VALIDITY	Offers should be valid for one month.
8	GENERAL TERMS	<ol style="list-style-type: none"> <li>1. Successful applicants shall be required to furnish a Performance Guarantee Bond in the form of Bank Guarantee (BG) amounting to Indian Rupees 1,00,000/- at the time of signing the agreement. The format of BG shall be provided once the contract is awarded. Bank Guarantee to be kept valid for a minimum period of 6 months after expiry of the contract.</li> <li>2. The Agent shall undertake to work exclusively for NCCF without handling similar agency assignment of any rice and agro items etc. of exporters from India to Bangladesh.</li> <li>3. The bidder shall keep NCCF indemnified at all times against any claims/liabilities/proceedings etc. from any third party or otherwise arising out/or in connection with this EOI.</li> <li>4. The bidder hereto agree that the courts and tribunals at New Delhi shall have exclusive jurisdiction to settle any or all disputes which may arise out of or in connection with this EOI. All disputes arising out of this EOI shall be decided in accordance with the laws of India.</li> <li>5. In case of violation of terms and conditions of the EOI, violation of statutory regulations, local laws, NCCF reserves the right to terminate the appointment of agent as per this EOI.</li> <li>6. NCCF reserves the right to summarily reject the offers without giving any reasons thereof. Incomplete applications are liable to be rejected.</li> <li>7. The applications are to be submitted latest by 2: 00 PM on 09-02-2021 in online mode.</li> <li>8. NCCF reserves the right to terminate the appointment within validity of agreement/contract without assigning any reason thereof.</li> <li>9. All applicants are required to submit their offers online through e-mail.</li> </ol> <p>The successful bidder shall enter into contract by executing a requisite agreement with NCCF to this effect.</p>

X P Singh