

EoI No. NER/Agribusiness/ OMMS-FCI/541/83  
Dated 14<sup>th</sup> May 2025

**EXPRESSION OF INTEREST  
FOR  
FOR EMPANELMENT OF CHANNEL SALES PARTNER FOR DISTRIBUTION OF  
OMSS (D) RICE IN ASSAM**

**Issued By:**

**NORTH EASTERN REGIONAL AGRICULTURAL MARKETING CORPORATION  
LTD. (NERAMAC)  
(A GOVERNMENT OF INDIA ENTERPRISE)  
Under Ministry of DoNER**

## **DISCLAIMER**

This Expression of Interest (EOI) document is for an Expression of Interest for “FOR EMPANELMENT OF CHANNEL SALES PARTNER FOR DISTRIBUTION OF OMSS (D) RICE IN ASSAM”

Intimation of discrepancies in the EOI document, if any, may be given, by the Bidders, to the office of NERAMAC within 72 hrs from the time of publishing of the bid. If NERAMAC receives no written communication, it shall be deemed that the Bidders are satisfied with the information provided in the EOI document.

- I. This EOI document is not an agreement. The scope of work and other information as well as the rights and obligations of the successful Bidder shall be set out in a separate agreement to be executed between NERAMAC and the successful Bidder.
- II. NERAMAC reserves the right to accept or reject any or all Bids without giving any reasons thereof.
- III. NERAMAC shall not entertain or be liable for any claim for costs and expenses in relation to the preparation of the documents to be submitted in terms of this EOI Document.
- IV. NERAMAC shall not be responsible for any late receipt of applications for any reasons whatsoever. The applications received late will not be considered.
- V. NERAMAC may include any other item in the Scope of work at any time after consultation with applicants or otherwise.
- VI. The NERAMAC reserves the right to relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the NERAMAC without assigning any reasons thereof.

## **EXPRESSION OF INTEREST**

North Eastern Regional Agricultural Marketing Corporation (NERAMAC) invites expression of interest for “FOR EMPANELMENT OF CHANNEL SALES PARTNER FOR DISTRIBUTION OF OMSS (D) RICE IN ASSAM.”

### **IMPORTANT DATES**

<b>Date of Tender Issue</b>	<b>: 14<sup>th</sup> May 2025</b>
<b>Last Date of Tender Submission</b>	<b>: 01/06/2025 at 12:00 hrs</b>
<b>Date of opening of Bids</b>	<b>: 02/06/2025 at 11:00 hrs</b>
<b>Place of opening of Bids</b>	<b>: NERAMAC HEAD OFFICE NERAMAC Complex, Panjabari Road (Near Six Mile Fly Over Six Mile Guwahati- 781 022, Assam</b>

In case the date opening falls on a holiday, the bids shall be opened on the next working day at the same time, and it will be binding on the Tenderer/ Bidders for acceptance.

## 1. **ABOUT NERAMAC**

North Eastern Regional Agricultural Marketing Corporation (NERAMAC) is a Government of India Enterprise, set up to support farmers/ producers of north east in getting remunerative prices for their produce and thereby bridge the gap between the farmers and the market and also to enhance the agricultural, procurement, processing and marketing infrastructure of the North Eastern Region of India. NERAMAC is committed to promote Organic and Naturally grown/ processed Agri- Horti Produce and allied products of North Eastern region.

North Eastern Regional Agricultural Marketing Corporation (NERAMAC), invites Expression of Interest (EOI) for “**FOR EMPANELMENT OF CHANNEL SALES PARTNER FOR DISTRIBUTION OF OMSS (D) RICE IN ASSAM**”. Interested Channel Sales Partner must ensure that their bid/ application along with copies of all required documents/ profile etc. Submitted only through portal <https://neramac.ewizard.in>.

## 2. **SCOPE OF WORK**

- i. Channel Sales Partners will be responsible for distribution of OMSS(D) Rice in compliance the guidelines of Food Corporation Limited (FCI) and NERAMAC.
- ii. Distribution will be carried out using trucks and vans having GPS enabled system.

## 3. **GENERAL TERMS & CONDITIONS: -**

1. Consortiums are not permitted under any circumstances.
2. Any bidder involved in any legal dispute with NERAMAC will not be permitted to participate and in an eventuality, if such bidder bids and participates, such participation shall not be considered for the purpose of awarding work.
3. NERAMAC shall be at liberty to postpone /cancel the tender and accept or reject any bid without assigning any reason thereof.
4. A conditional bid shall not be considered.
5. NERAMAC reserves the right to accept or reject any or all the bids without assigning any reason thereof.
6. The bidder will have to undertake the work as their own. They cannot sublet contracts to any third party.
7. The Bidder certifies that he/she has read all the terms & conditions of the contract note carefully and are acceptable.
8. The bidder certifies that all the information furnished is correct and true. If information is found to be incorrect/untrue, at any point of time, NERAMAC reserves the right to terminate their contract and forfeit their payment / blacklist them without giving any notice.
9. All disputes are subject to Assam Jurisdiction.

#### 4. **GENERAL REQUIREMENTS**

- i Warehouses/godowns (owned or hired) with adequate storage capacity. In case of owned warehouse, the valid document pertaining to the ownership need to be furnished and in case of hired warehouse, the valid lease document needs to be submitted.
- ii Warehouses must comply with all standards required for storing food items and Food Safety Relevant Food safety certificate and compliance with regulatory norms to be submitted.
- iii The Channel Sales Partners shall have minimum 5 Goods Carriage Trucks/ Vans - Capacity 10 MT (Owned/hired). Proof of same should be submitted.

#### 5. **FINANCIAL REQUIREMENTS**

- i The Turnover of the bidder should not be not less than Rs. 20 crore (Twenty) in total in last 4 (Four) years i.e. F.Y. 2021-22, 2022-23, 2023-24 and 2024-25. (The average turnover every FY should be at least Rs.5 Cr).
- ii The bidder must have a positive net worth during the last three financial years (i.e., 2021-22, 2022-23, and 2023-24 and 2024-25).
- iii The bidder must submit a Net Worth Certificate issued and certified by a Chartered Accountant (CA) along with their application as evidence of compliance.
- iv The certificate by the CA should bear UDIN of the CA.
- v ITR of the last 3 FY shall be submitted.
- vi Bidder should produce GST registration along with the last 1 Year GST returns filed.

#### 6. **SUBMISSION GUIDELINES**

1. All documents must be duly signed and stamped.
2. The tender should be submitted online only, through <https://neramac.ewizard.in>
3. Bids submitted in Physical form, shall not be entertained.
4. Registration fees of Rs. 5,000/- shall be deposited online only. @ <https://neramac.ewizard.in>
5. On each pdf file, please give file name as “Empanelment of Channel Sales Partner for Distribution of Various Agri Commodities.”
6. The Technical EOI documents should be submitted online in PDF files.
7. These Technical EOI must have proper indexing at the top, indicating page numbers.
8. All annexures and all the pages (of all softcopies) should be properly aligned in accordance with the page number.
9. Any EOI offer received after the prescribed time schedule shall not be accepted.

## 7. **SELECTION CRITERIA**

- Applications will be evaluated based on the FIFO (First-In-First-Out) principle, subject to fulfillment of all terms and conditions outlined in the EOI.
- The robustness of the vehicle tracking system/ reporting system may be considered.
- Distributors with a higher number of warehouses across various parts of the state may be given preference. The date from which these warehouses have been under the distributor's control must also be provided.
- Those with expertise in similar works will get preference, documentary proof of the same may be submitted.

## 8. **INSTRUCTION TO BIDDERS**

- This empanelment Process does not mean all selected agencies will get an official assignment /work.
- Allocation of Work might be given to selected agencies based on experience, capacity, capability and availability of work with NERAMAC.
- The bidders shall be responsible for all of the cost associated with the preparation of the Bids and their participation in the bidding Process. NERAMAC shall not be responsible or in any way liable for such cost, regardless of the conducts or outcome of the Bidding Process.

**9. DELIVERY AND CHANNEL PARTNER**  
**SOP for delivery of Agri commodities**

**Distribution**

1. NERAMAC will align different Channel Sales Partners for Distribution of OMSS (D) Rice. The distribution should start within 7 days, in a phased manner, of order issued and first supply.
2. NERAMAC shall issue release orders only on receipt of payments by the agencies. No credit basis release shall be entertained.
3. Only empanelled CSP shall be allowed to lift stocks from NERAMAC/miller godowns.
4. There shall be fortnightly reconciliation of lifting and receipts between NERAMAC/Miller godown and the distributors.
5. The products shall confirm to the quality parameters as per the FCI specifications & Govt of Assam.
6. The CSP must ensure that all the commodities are not sold above the fixed MRP by Food Corporation Limited (FCI).
7. CSP to ensure that all the allocated quantities are reaching the end beneficiaries in the most transparent way possible.
8. Chanel Sale Partner should take all responsibilities for any misuse of the OMSS (D) Rice distribution work outside the FCI / Govt of Assam norms.
9. NERAMAC do not guarantee any confirmed business to the applicants against the EOI. It should be clearly understood that there is no guarantee that all the items of work mentioned in the scope of services shall be performed.

## 10. EVALUATION CRITERIA AND PERCENTAGE BREAKDOWN

### A. Technical Evaluation

SN	Particulars	Max Marks
1	<b>General Eligibility Criteria</b>	<b>20 Marks</b>
2	<b>Technical Capacity (40 Marks)</b>	
a	<i>Nos. of List of Distributors and Retailers</i>	<i>15 Marks</i>
b	<i>Nos. of warehouse capacity at various locations (owned/hired)</i>	<i>10 Marks</i>
c	<i>Nos. of Ownership of GPS enabled Trucks/ Vans (owned/hired) in good condition.</i>	<i>15 Marks</i>
3	Turnover: above 20cr	<b>5 Marks</b>
4	Experience in Similar works will get preference	10 Marks
5	<b>Presentation about distribution plan</b>	<b>25 Marks</b>
<b>Total Marks</b>		<b>100 Marks</b>

## 11. AUTHORIZED SIGNATORY

The person signing the EOI documents should be the duly Authorized Representative of the applicant and whose signature should be verified and certificate of authority should be scanned and submitted. The power of authorization or any other document consisting of adequate proof of the ability of the signatory to EOI with the firm/ company should be scanned and annexed to the EOI. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, be furnished and signed by the Authorized Representative.

## ANNEXURE I

- Company profile with ownership details (list of Directors/partners etc.)
- Registration Certificate and DIPP Certificate
- Trucks/ Mobile Vans and Warehouse lease/rent agreements
- Audited Accounts for the last 3 years.
- Income Tax Return for last three financial year
- Copy of PAN
- Copy of G.S.T/VAT/ Sales Tax Registration Certificate
- Electricity bill last 3 months
- Municipal/Property Tax Receipt (If Any)
- FSSAI license
- Cancelled Cheque
- Authorisation letter
- Solvency Certificate from Bank of Rs. 1/- Crore.
- Valid municipal/Town committee/Gaon Panchayat Trade License.
- Affidavit from bidder on Rs. 100/- stamp paper: -
  - a) That Bidder or its Director/Partners/Members do not have any Criminal record.
  - b) That Bidder id not Blacklisted by any government or government agency.

**(ON THE LETTERHEAD OF THE COMPANY/FIRM)**

To

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Sir,

We submit the documents as per EOI No.-----Dated: --- for Appointment of Channel Sales Partner of OMSS (D) through GPS enable Mobile vans.

We have thoroughly examined and understood all the terms & conditions as contained in the EOI document and agree to by them.

Yours faithfully,

Signature of applicant  
(Capacity in which signing)  
Stamp of Firm Date:  
Place:

**Application Form**  
**(ON THE LETTERHEAD OF THE COMPANY/FIRM)**

Name of the Company / Firm	
Firm type (Sole Prop/ Partnership/ Company)	
Registered office	
Email Id of Authorized signatory	
Registration No. of the Firm	
PAN no. of firm / Company	
GST Registration No.	
Name of Authorized signatory along with designation	
Mobile Number of Authorized signatory	
Bank Account Number	
Branch and address of Bank	
Bank IFSC Code	
Past experience as Distributor in Government Schemes.	
Number of years of professional experience of as Distributor through Mobile Vans	
Past Experience of Distributor of a State / Central Govt. Body/PSU/Cooperative organization for sale of Agri commodities at (Place of sale – Suitable locations through Mobile Vans.), if any. Enclose certificate of experience issued by the concerned organization.	

**Financials****(In INR)**

<b>Particulars</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>
Yearly Turnover				
Net worth				

\*Mandatory.

Those with negative worth shall not be considered.

**(Format of certificate to be issued by Chartered Accountant on their letterhead)**

We hereby certify that M/s ..... having registered office at..... is engaged in the business of

Distribution through Mobile vans for crops and their turnover and net worth for the previous financial years from the above business is as per details given below: -

For (Name of the Chartered Company /Firm)

(Name of the Signing Authority)

Designation

UDIN/ Membership No.

Mobile No:

Place of Issue:

Date of Issue:

**ANNEXURE-D**

**(ON THE LETTERHEAD OF THE COMPANY/FIRM)**

Details of Director(s) / Partner(s)

S.No.	Name of the Director/Partner	Residential Address	Mobile No. & Email ID	Aadhar No.

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