



Odisha State Co-operative Handicrafts Corporation Ltd.

D-2/3 & 4, Industrial Estate, Rasulgarh, Bhubaneswar-751010, Ph-0674-2975390

E-mail-oschcutkalika@gmail.com

Ref No. **1645**

Dt. **19.06.24**

EXPRESSION OF INTEREST

Sealed offers (bids) are invited for engagement of Consignors for Consignment (Spl.) business in different Utkalika branches and M & S Hub, Rasulgarh in different Craft / Products during the financial year of 2024-2025 and 2025-2026. The details of the EOI documents format can be downloaded from the Corporation Website- www.utkalikaodisha.in. Interested Individuals /SHG/NGO/ Individual Co-Operative Societies/ SS Unit may offer their Technical and Financial bid in separate envelope by 26.06.2024 up to **5.30 P.M** at Head office, Rasulgarh, Bhubaneswar-10. All the offers (bids) shall be opened on **dt.27.06.2024** at **11.00 A.M.** in the Head Office, Rasulgarh, Bhubaneswar. Any application received beyond the scheduled date and time shall not be received and entertained.

The undersigned reserves the right to either accept or reject any or all such offers (bids) without assigning any reason thereof.


19/06/2024
Managing Director

**Offer /Tender paper for Consignment Special Business in different
Utkalika Branches for the Financial year 2024-25 & 2025-26.**

Contents:

1. Format of Particulars of Bidders.
2. Eligibility criteria for Technical Bids.
3. Bidding format checklist
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6. Terms and conditions
7. Bidders undertaking



Managing Director

Managing Director
O. S. C. H. C. Ltd.
Bhubaneswar

Format of Particulars of the Bidders

Sl No	Item	Details
1.	Name of the Bidder	
2.	Address of the Bidder	
3.	Status of the Bidder (Co-op Society, NGO, Individual Artisan, SHG, MSME Unit, others)	
4.	Name of the Branch applied for	
5.	Name of the Craft applied for	
6.	Name and Designation of the Authorized person to whom all reference shall be made regarding tender end of process	
7.	Aadhar number of the Contact person	
8.	Telephone No. of the Contact person	
9.	Email ID of the Contact person	
10.	Sales turnover of Organization of 2022-23 & 2023-24	2022-2023, 2023-2024
11.	GSTIN No	
12.	PAN No	
13.	Past experience with similar OSCHC Ltd or any similar organization, if any	
14.	Whether took part in any exhibition	
15.	Award or recognition received from any Govt. or semi Govt. Organization, if any	



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Bhubaneswar

Authorised Signature with seal

Eligibility criteria for Technical Bids

Each Bidder is required to produce the copies of the supportive documents / information as part of their technical proposal failing which the proposal will be rejected. Only Bidders qualified as per eligible criteria shall be considered for financial evaluation.

1. The applicant must be a resident of Odisha.
2. The minimum annual sales turnovers for last 2 years i.e. 2022-23 and 2023-24 to be furnished against the sales target the details are given below.

For the financial year 2023-2024, IT return/ GST return / turnover certificate duly certified by Chartered Accountant will also be accepted as proof of sales turnover.

Sl. No.	Sales Target	Minimum Turn over for eligibility
1	up to 10 lakh	1.00 lakh
2	10Lakhs to 50 lakhs	10.00 lakh
3	50 lakhs to 100lakh	25 lakh
4	100 lakh and above	100 lakh

3. The party must have submitted IT return for last two years 2021-2022 and 2022-2023.
4. The party must have filed GST for 2021-22 and 2022-23.
5. The Party must be submitted Demand Draft of Rs.2000/- only towards Tender processing fees (Non-refundable).



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Bidding Format Checklist

SI No	Documents Required	Submitted (Yes/ No)	Page No.
1.	Particulars of the Bidder		
2.	First page of the resolution in case of NGO, SHG or Co-op Society and SS Unit. Artisan I Card for Individual artisan		
3.	Copy of the Aadhaar Card		
4.	Supporting documents regarding turnover during last two years 2022-2023 and 2023-2024		
5.	Copy of the PAN card		
6.	Copy of the GST Reg. Certificate		
7.	Copy of the GST return filing during last two years 2021-2022 and 2022-2023		
8.	Copy of the IT return filing during last two years 2021-22 & 2022-23		
9.	Business with Utkalika or similar Organization.		
10.	Work order from Utkalika or any other Govt./ Semi Govt. organization regarding participation in Exhibition		
11.	Letter of Authorization if, required		
12.	Under taking for purity of S.F items		



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Financial bid

Name of the Bidder	
Name of the Branch	
Name of the Craft	
Offer of Annual Gross sale Target	
Proposed discount	
Offer of annual Net Sale Target	



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Authorised Signature with seal

Details of the Branches of Utkalika with Crafts/products and Base Target for Consignment (Special) Busines for the year 2024-2025 and 2025-2026

			(Rs. In Lakhs)
Sl.No.	NAME OF THE BRANCHES	CRAFT/ PRODUCTS	BASE/ RESERVE TARGET
1	Utkalika, Bhubaneswar	Silver Filigree	255.00
		Barss and bell metal	30.00
		RMG for Gents and Kids	30.00
2	B.P Airport	Silver Filigree	10.00
	Angul	Silver Filigree	10.00
		Brass and Bell metal	6.00
4	Jeypore	RMG (All types)	10.00
		Silver Filigree	6.00
		Barss and bell metal	3.00
	Rourkela	Brass and Bell metal	6.00
6	Bangaluru	RMG(all types)	6.00
		Silver Filigree	6.00
7	Hyderabad	RMG(all types)	6.00
		Silver Filigree	6.00
		Brass and Bell metal	3.00
		Dhokra and Tribal jewellery	3.00
8	Utkalika, Kolkata	Readymade Garments (all types)	15.00
		Gems and Jewellery	15.00
		Brass and Bell metal	12.00
9	Utkalika, New Delhi	RMG(all Types)	12.00
		Brass and Bell metal	12.00
		Dhokra and Tribal jewellery	12.00
10	Utkalika, Pune	Silver Filigree	6.00
		RMG	5.00
		Brass and Bell metal	3.00
11	M & S Hub	RMG for Gents shorts and Jackets	30.00
		RMG for Ladies Kurti and Kids	30.00
		Dhokra and Tribal jewellery	30.00
		Brass and Bell metal	15.00
		Tassar Painting	10.00
		Palm Leaf	10.00
		Jute	6.00



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Consignment Special Business

Terms & Conditions:

After selection, the concerned consignor will abide by the rules & regulations for consignment business in Utkalika outlet in and outside the state with commercial principle for display & sale their product and executed accordingly.

1. The party shall deposit an amount of Rs.2,000 /- non-refundable in shape of DO in favour of OSCHC Ltd, payable at Bhubaneswar towards Tender processing fees. Parties who have deposited Rs.2,000 /- towards tender processing fee against earlier EOI vide Ref No.489 dt.19.02.2024 need not deposit DD again.
2. The party shall deposit 10% of net sale target as security deposit at the time of execution of agreement.
3. The Party should deposit technical and financial bid in separate envelopes.
4. After qualifying technical bid only, the bidder will be eligible to take part in financial bid.
5. The award of the agreement for selling their product in designated outlet of Utkalika shall be for a period of 2 years i.e. from July-2024 to March-2025 and April-2025 to March-2026.) Extension for 2025-26 will be allowed subject to satisfactory performance during the year 2024-25.
6. All the products will be sold through Corporation bill (Computerized billing) and the Corporation will impose service charge on the net sale price (i.e. Gross price minus discount offered to the customers).
 - a) Silver Filigree, Brass & Bell Metal and Applique items:-15%
 - b) Other items:-20%
7. The selected Party shall allow 10% discount on Handicrafts & 20% on Handlooms on the price mentioned for the product to all the Customers indiscriminately from their own source.
8. Non-performance/ Annual assured service charges is recoverable out of the receivable dues of the consignor after completion of each financial year.
9. The Corporation shall intimate of special discount allowed through print/ electronics media from time to time as per approved rebate calendar.
10. The consignor spl. of each outlet will maintain at least 60% stock as against their target positively to fetch a better sale.
11. Authority possesses every right to cancel the tender process, if required.
12. Any dispute(s) arises between the parties shall be settled with mutual understanding and if not settled, the same shall be settled within the jurisdiction of the court(s) of Bhubaneswar only.

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Bidder's undertaking: (To be furnished in the Society printed letter head if available)

The Managing Director,
Odisha State Co-operative Handicrafts Corporation Ltd.
Rasulgarh, Bhubaneswar.

Subject: Declaration/Undertaking

Reference: EOI reference No.: _____ / Date: _____

Dear Sir,

We, (I) _____ The _____ registration No. _____ bearing _____ registration _____ here with solemnly undertake to confirm that we are interested to participate in the selection process of partner for "Consignment Business", we (I) have gone through the details of the terms and condition mentioned in the EOI documents and here with confirm that we will abide by the same for entire duration of the agreement period.

We also undertake to confirm that, we shall not enter into any negotiation with the Corporation or try to influence any individual or group or officials involved in the selection process in any manner either directly or indirectly. If any such act, if noticed then the Corporation is free to take appropriate action as deemed suitable in the interest of the Corporation.

If selected we shall also furnish the security deposit amount and also execute the agreement with the Corporation as mentioned in the EOI document.

Sincerely

Signature with seal

Place:

Date:

Managing Director
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