

**THE STATE TRADING CORPORATION OF INDIA LTD**  
**(A GOVT. OF INDIA ENTERPRISE)**  
Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi 110001

**BRANCH OFFICE: "STC TRADE CENTRE", A-29, Thiru-Vi-Ka Industrial  
Estate, Guindy, CHENNAI 600 032.**

Invitation for Expression of Interest (EOI) for selection of Supplier of Gold/Silver Coin,  
Gold/Silver Medallion, Silver Wire/Thread etc. for supply to STC for Sale/deliveries to  
various State & Govt. agencies / Purchase Organizations

**EOI. Ref. No.** STCChe/GovtTen/BA/EOI

**Dated** 03<sup>rd</sup> March 2016

**Closing of the EOI:** 21<sup>st</sup> March 2016 at 1500 hrs.

**Opening of the EOI :** 21<sup>st</sup> March 2016 at 1530 hrs.

## **ABOUT US**

THE STATE TRADING CORPORATION OF INDIA LTD. (STC), incorporated under the Companies Act, 1956 having its registered office at Jawahar Vyapar Bhawan, Tolstoy Marg, New Delhi – 110 001 and its Branch Office at “STC Trade Centre”, A-29, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai-600032. STC is a Government of India Enterprise under the administrative control of Ministry of Commerce & Industry, Department of Commerce. STC is a premier international trading organization of India with experience of handling international and domestic business for over five decades and has been handling domestic import and export of various kinds of products and commodities.

STC has a strong nation-wide presence with offices covering most of the major port towns in India with deployment of highly skilled and experienced manpower across the country to provide quick and quality services to its clientele. During the year 2014-15 STC has achieved a turnover of approx. Rs.15,630 Crores.

### **STC hereby invites Expression of Interest (EOI) from prospective Suppliers for supply of following items:**

#### **1. DETAILS OF ITEMS FOR WHICH EOI IS INVITED:**

Application are invited for Expression of Interest (EOI) for selection and enrolling of Supplier of Gold/Silver Coin, Gold/Silver Medallion, Silver Wire/Thread etc. for supply to STC for Sale/deliveries to various State & Govt. agencies / Purchase Organizations.

#### **2. SCOPE OF WORK**

a. The Supplier shall accept all the terms and conditions of said Central / State Government Department/Purchase Organization and in case of order shall, on a back to back basis, deliver the said products and commodities to the Customers in the manner required at the nominated end destination. The goods shall be packed as per the desired specifications of the purchasing authority for onward sale to respective State Government Department/ Purchase organization. In case the purchasing organization wants any license/certificate etc. of Gold/Silver branded items/artifacts, the same should be issued /arranged by the supplier.

b. The Supplier shall furnish Interest free EMD / Performance Bank Guarantees (PBG) / Performance Bond / Security Deposit as required by STC.

The EMD / Performance Bank Guarantees (PBG) / Performance Bond (as required) / Security Deposit shall be refunded / surrendered only after

- i. The successful execution of the full order and
- ii. On receipt of EMD / Performance Bank Guarantees (PBG) / Performance Bond (as required) / Security Deposit submitted to the Tender Authority/Purchase Organization to STC and
- iii. No dues certificate confirming no claim from the respective Institution's department and
- iv. In the event of any claims by the Purchase Organization, the same will be adjusted in the EMD amount.

- c. STC would quote the rates to Central/State Government Departments/Purchase Organization on the basis of rates offered by the Supplier to STC after adding Trading Margin of STC. The amount of trading margin would be decided by STC at their sole discretion and the same shall not be contested by the supplier. The basic terms of order received by STC from Customer shall mutatis mutandis apply in the back-to-back contract to be finalized between STC and the Supplier. The payment to supplier shall be only released only after delivery/supply of goods and receipt of payment by STC from the respective State Govt. Department / Purchase Organization. The rate quoted by the supplier should be inclusive of all the taxes, expenses, transportation, insurance, loading-unloading, packing charges etc. Any other charges incurred by STC in connection with the execution of the tender to be borne by the supplier.
- d. It is to be expressly understood and agreed by the prospective Supplier that STC shall be making the purchases on behalf of its end Customers based on their specific indents. Accordingly, in case any deductions are made from the bills of STC by its Customers on account of deviations in the specifications, pilferage or due to short-landing at unload destination point, amount will be released to supplier to the extent of amount received from customers after such deduction. In case of shortage necessary debit/credit note to be issued by supplier and STC.
- e. In the event of the material supplied by the supplier is totally/partially rejected on quality issues, the same has to be replaced by the supplier at his own cost within the given time.
- f. In the event of rejection of items/material supplied to the Purchase Organization, the rejected items/material will be lifted back by the supplier at its own cost. Any penalty/charges will have to be borne by supplier and STC shall not accept any such claim / charges.
- g. All the items i.e Gold/Silver Coin, Gold/Silver Medallion, Silver Wire/Thread etc. should be approved by the customer/purchasing organization and/or certified by the applicable Government Agencies (if required) and quality to be strictly in compliance with the prevailing rules of the purchasing organization. The supplier should have a valid licence for selling Hallmark Jewellery from BIS.
- h. Supplier shall undertake to abide by the logistical requirements if any of Central / State Departments / Undertakings for supply of Gold/Silver Coin, Gold/Silver Medallion, Silver Wire / Thread etc. at their designated depots/distribution center.
- i. Those suppliers who have their offices within the southern states would be preferred for supply to the particular region.
- j. The selected supplier(s) shall ensure compliance of all the Government regulations / conventions / policies /guidelines /orders etc. in force related to any or all of the above activities.

- k. Supplier shall undertake to abide by all statutory requirements of the Indian Government.
- l. The supplier shall ensure adhering to all specifications including quality strictly as indicated by the Purchasing Organisation and/or our purchase order.
- m. All delivery has to be made at the designated depot of the end user with proper insurance coverage and any damage during the transportation will be only to the account of the supplier. Cost of the material should include transportation, insurance, taxes, levies, clearing, handling and packing charges.

**3. PRE-QUALIFICATION CRITERIA FOR SELECTION OF PROSPECTIVE SUPPLIER(S):**

- a. **Supplier should have a minimum experience of 3 (Three) years of trading/supplying of the said item(s)** i.e. Gold/Silver Coin, Gold/Silver Medallion, Silver Wire/Thread etc. and is required to produce documentary evidence for same.
- b. **The supplier/company should have an average turnover of Rs. 30 crores in the preceding three years and they should be mainly dealing with the above mentioned items.**
- c. The Sales Tax Registration should be endorsed for the items mentioned in this EOI. The registration must have been duly renewed up to the date and the participant/supplier should enclose VAT, CST or Registration Certificate of other states. Items should be clearly marked in the copy of the Sales Tax Registration certificate with a marker pen.
- d. Supplier should have a valid PAN No., TIN No., CST No. and valid Trade License (if required).
- e. Supplier shall have to submit the copies of Income Tax Return filed and audited P&L A/C & Balance Sheet of the company for the last three years duly attested by the auditor. The company should have a positive net worth for last two years and should be a profit making entity.
- f. **Supplier is required to submit latest solvency certificate from its regular bankers for a minimum amount of Rs. 1 crore to undertake the supply.**
- g. Copy of valid Certificates, wherever required.
- h. Supplier is required to submit a non-refundable total fee of Rs. 10,000/- towards processing charges, in the form of a demand draft favouring "The State Trading Corporation of India Ltd." payable at Chennai.
- i. Supplier(s) shall also submit a self-certificate/undertaking issued by the owner/proprietor of the company certifying that they have not been debarred / blacklisted for doing business by

Govt. agencies / State agencies / STC as on date. The supplier shall have to submit an UNDERTAKING to this effect at the time of application for prequalification under this EOI as well as while participating in the subsequent Tender. In case of submission of false declaration (found at any stage), such supplier shall be disqualified forthwith and appropriate action will be taken.

- j. The Suppliers can also be asked to furnish additional information /confirmation in connection with verification of the documents submitted by the supplier, if deemed necessary.
- k. The above terms and conditions shall have to be considered by the supplier in totality and the EOI containing incomplete documents & not complying with the above conditions shall be summarily rejected.
- l. STC reserves the right to accept or reject any/all applications and cancel the EOI process at any time, without assigning any reasons thereof.

#### **4. SUBMISSION OF EXPRESSION OF INTEREST:**

- a. Prospective Supplier may download Expression of Interest document from our website: [www.stc.gov.in](http://www.stc.gov.in) or [www.tenders.gov.in](http://www.tenders.gov.in) and can also obtain a copy of same from **Shri G. Jayaraman, DGM**, STC of India Ltd. A-29, STC Trade Centre, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai 600032, Tamil Nadu during office hours on any working day till one day prior to the opening of Expression of Interest and shall submit Expression of Interest documents in original, downloaded form, duly signed and stamped at each page as token of acceptance of all terms and conditions. Expression of Interest received over Fax or Email shall be summarily rejected.
- b. The Expression of interest must contain the name, designation and place of business of the person with Phone and Fax Nos. of persons making the expression of interest and must be signed and sealed by the Prospective Supplier.
- c. The President, Secretary or any other person or persons authorized to bind the corporation/company in the matter must sign expression of interests by corporations/companies with the legal name of the Corporations/ Companies.
- d. The supplier should submit their supporting documents such as Company Brochure, Balance sheets of last three years, details of installed capacity & brief manufacturing process (wherever applicable), ISO or other accreditation certificates (if any), Registration certificates with various tax authorities or Government Departments, etc.
- e. A non-refundable fee of Rs.10,000/- in the form of a demand draft favouring "The State Trading Corporation of India Ltd." payable at Chennai must be submitted to cover processing charges. The processing fee cannot be exempted for any applicant.

- f. Each page has to be numbered consecutively and signed with company seal. Index showing documents submitted with page Nos. shall be submitted.
- g. The selected supplier(s) shall ensure compliance of all the government regulations / conventions /policies/guidelines/orders etc in force related to any or all the related activities.

**5. LAST DATE FOR SUBMISSION OF EXPRESSION OF INTEREST:**

The last date for submission of the Expression of Interest is 21<sup>st</sup> March 2016 till 1500 hrs.

**6. PLACE FOR SUBMISSION OF EXPRESSION OF INTEREST:**

The Expression of Interest should be addressed to the Deputy General Manager (Marketing), The STC of India Ltd., STC Trade Centre, A-29, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai 600032 along with duly filled in enclosed Annexure-I & requisite enclosures in a sealed envelope should be put in the Box placed at the 2<sup>nd</sup> floor of STC's, Chennai office, before the due date and time. These envelopes may also be sent by speedpost /courier, strictly subject to receipt on or before the closing date and time. The cover should also be super-scribed with the EOI No. and Date, Item Description and the date of EOI Opening.

**7. GENERAL TERMS & CONDITIONS:**

- i. STC reserves the right to accept or reject any offer of Expression of Interest without assigning any reasons what so ever.
  - ii. Final selection of Supplier, for each/all of the stated items, from the EOIs received will be done at the discretion of STC and the decision of STC shall be final and binding on all the participating parties.
  - iii. The Supplier may clearly note that terms and conditions enumerated in this EOI are only illustrative and not exhaustive. The chosen Supplier will have to enter into contracts as devised by STC to fully protect STC's overall interests and also the interests of the prospective customers.
  - iv. Empanelment of Supplier doesn't entail any commitment from STC for contracts with them during validity of the empanelment.
  - v. Any further corrigendum/Addendum to the EOI documents will be uploaded by STC only on websites i.e. [www.stc.gov.in](http://www.stc.gov.in) or [www.tenders.gov.in](http://www.tenders.gov.in) and no press advertisement shall be published for the same.
- 8. Ownership of EOI Documents and information therein (all Expression of Interest documents) will become the property of STC upon submission. Where the prospective Supplier believes that information provided in response to this EOI is, or should be kept confidential; or disclosure of this information would unreasonably affect Supplier's business affairs, notice is to be given at the time of delivery of the information or documents by clearly marking such information 'confidential'. In so far as is practicable STC will give effect to the prospective Supplier stated**

wishes, and requests for access to such information will be determined under the RTI Act.

**9. No Contractual Obligation:**

STC is not bound contractually or in any other way to any prospective Supplier to this EOI. STC is not liable for any costs of compensation in relation to the consideration of this Expression of Interest or any Expression of Interest, incurred by the prospective Supplier to this Expression of Interest whether or not STC terminates, varies, or suspends the Expression of Interest process or takes any other action permitted under this Expression of Interest, including consideration of concepts proposed in future developments

**10. Short listing of associate suppliers:**

Prospective Suppliers who qualify as Associate Suppliers to STC would be individually notified after the evaluation process is complete. **The validity of empanelment against this EOI shall be initially for a period of one years from the date of enrollment by STC**, which may be renewed for subsequent period purely on the basis of performance of the party, at the sole discretion of STC. Similarly the validity of EOIs can also be terminated earlier by STC at its sole discretion, without assigning any reasons or information to the supplier.

**11. Disclaimer:**

The issue of this document does not in any way commit or otherwise obliges STC to proceed with all or any part of an EOI process. The EOI Request is not the subject of any process contract or any contractual obligations between STC and prospective Supplier. STC may, at its absolute discretion, elect or abandon any part or whole of the process without giving prior notice to the prospective suppliers.

## ANNEXURE - I

### FORMAT (TO BE FILLED UP) BY PROSPECTIVE ASSOCIATE SUPPLIERS

1. Name of Items for which empanelment is required. Please mark on the items of interest from the following items:

1	Gold Coins		4	Silver Thread	
2	Silver Coins		5	Gold/Silver Medallion	
3	Silver Wire		6	Other articles of Gold/Silver *	

(\*) Kindly mention the details of the item below (as per pt. no. 6 above)

---



---



---



---



---

2. Supplier Details

a)	Name & Address of the Supplier	
b)	Year of Establishment	
c)	Contact Details (Name of Contact Person(s), Telephone No., Fax, Email etc.)	



### 3. Attach Supporting Documents

(i)	Company Brochure, Audited Balance Sheets of last three years, ISO or other accreditation certificates (if any),	Attached	Not Attached
(ii)	Registration certificates with various tax authorities or Government departments, etc.	Attached	Not Attached
(iii)	Non-Refundable fees of Rs. 10,000/- by DD.	Attached	Not Attached
(iv)	Credit rating agency report (if any)	Attached	Not Attached
(vi)	Copy of certificates like BIS etc. (if any)	Attached	Not Attached
(vii)	Copies of Purchase orders/ Performance certificates of last three years.	Attached	Not Attached
(viii)	Bank Solvency Certificate	Attached	Not Attached
(ix)	Acceptance of all terms & conditions specified in EOI	Attached	Not Attached
(x)	Purchase order/Performance to State/Central Govt. organisations (if any)	Attached	Not Attached

4. Has the company ever been black listed/ banned by any Government undertaking YES      NO
5. Details of clients to whom such supplies were made during the last three years both in terms of volume and value along with proof of supply. YES      NO
6. Any other document, as asked for in the EOI. (if yes please provide details) YES      NO

We certify that the above information is true and we confirm that all information given in the Expression of Interest are correct and if at any point of time the information is found to be incorrect our EOI will be liable for rejection by STC.

Dated:

Place:

Signatures:

Name & Designation:

Company Seal

## Please use extra sheet, if more space is required.