



The Handicrafts & Handlooms Exports Corporation of India Ltd.,

(A Government of India Undertaking, under the Ministry of Textiles)
**Corporate Office, A-2, Sec-2, Udyog Marg, Gautam Budh Nagar,
Noida-201301, UP**

**Registered office: Jawahar Vyapar Bhawan, Janpath, New Delhi-
110001**

Telephone : 011-23701086

Website : <http://www.hhecworld.in/>

ENGAGEMENT OF DOMESTIC GENERAL SALES AGENT (GSA) FOR DISPLAYING AND SELLING THEIR PRODUCTS ON CONSIGNMENT BASIS IN THE DOMESTIC MARKETS THROUGH HHEC'S RETAIL OUTLETS AND SHOWROOM AND OBTAINING ORDERS FOR DOMESTIC MARKETS

Quotations are Invited from Societies/ Artisans/ Weavers/ Suppliers/ Experienced Individuals/firm for becoming General Sales Agents (GSA) for displaying and selling their products (a) Silver Articles and Jewellery and (b) Shawls and Stoles on Consignment Basis in the Domestic Markets through HHEC's Retail Outlets and showroom and obtaining orders for domestic markets:

Eligibility Criteria

The offer shall be considered only from Indian, competent, experienced and who meet the following eligibility requirements and submit documents in support of the same as per **Annexure-I**

- a) **Experience:** 5 years in the relevant field.
- b) One GSA can be eligible for One Product Categories Only.
- c) **Turnover:** The average annual Turnover of last three financial year of the bidder should not be less than Rs. 50 Lakhs for any of the product category.
- d) The Bidder entity/ any partner/ Director of the entity should not have been convicted in any disciplinary proceedings/ criminal case by regulatory authority (ies)/ court in connection with professional work. The Firm should not be negative list/black listed by any PSU or Govt. Department. Bidder to submit an undertaking in this respect as per relevant form given in **Annexure II**.
- e) **Financial Quote** to be submitted as per **Annexure-III**
- f) Each offer should be accompanied by earnest money deposit of Rs. 50,000/- (Rupees Fifty Thousand only) through pay order/ demand draft (DD) drawn on any scheduled bank payable at Noida in favour of "The HHEC of India Ltd.". Offers received without earnest money will be rejected. EMD is exempted for those firms who are registered with National Small Industries Corporation (NSIC) or concerned Departments or Ministries of MSME, Government of India.

Providing of any incorrect information by the firm shall attract forfeiture of earnest money deposit (EMD). EMD will also be liable to be forfeited if bidder withdraws or amends impairs or derogates from the tender in any respect within the validity periods of his tender.

The earnest money deposit of unsuccessful bidders will be returned after the finalization of bidding process. The earnest money deposit (EMD) of successful bidder will be refunded only after completion of Contract period or to be adjusted against any shortfall of minimum guaranteed PDM (Pre Determined Margin). The EMD is interest FREE. No Interest to be claim by the Successful bidder.

The applications along with Financial Quotation in the prescribed format shall be sealed in an envelope. The envelop shall be super scribed as **“Quotation for selling goods on consignment basis as GSA in Domestic Markets”** . The envelop shall be addressed to :

**The Chief Finance Manager
The HHEC of India Limited
A-2, Sector-2, Gautam Budh Nagar,
NOIDA-201301 , UP**

The Quotations may be dropped in the tender box kept in the reception at A-2, Sector-2, Gautam Budh Nagar, NOIDA-201301 , UP

Last date for receipt of Quotation : Tuesday, 7th August, 2018 upto 5:00 pm

The Quotations will be opened in the Board Room of HHEC at A-2, Sector-2, Udyog Marg, Gautam Budh Nagar, NOIDA-201301, UP on : **Wednesday, 8th August, 2018** at 3.00 p.m. in the presence of applicants who may wish to be present.

IMPORTANT NOTE:

(1) Applicant shall apply or submit Financial bid for one shop at a time only. If they desired to apply more than one shop, a separate Financial quote be submitted as per Performa- Annexure-III

(2) Submission of all the documents mentioned above along with declaration, is mandatory. Non submission of any of the information as mentioned in the document may render the bid to be rejected.

(3) The envelope should be sealed. If sealed is open, torn or late received, it will be rejected. All pages of Bidding documents must be signed by the Bidder and attached with their Offer Letter.

(4) Bidders are requested to read the entire Bidding Documents carefully before submitting their Bid. Any violation will be rejected the Bid and no question will be entertained in this regard.

(5) Normally The Highest Bidder in respect of Highest Minimum Guaranteed PDM (Pre-Determined Margin) will be considered for selection and to be awarded. However, Management has reserve right to decide the norms for selection of GSA which will be more beneficial of the Corporation.

(6) Management reserves the right to accept/reject any bid without assigning any reason therefore. The Management of the Corporation also reserves its right to cancel the entire process at any stage. No question and no claim will be entertained in this regard. The Management further reserves its right to cancel the engagement of the GSA at any time if the performance is not found satisfactory.

For Further Details please Click Below Link

[1. Scope of Work and Terms and Conditions](#)

[2. ANNEXURE-I](#)

[3. ANNEXURE-II](#)

[4. ANNEXURE-III](#)