

**Request For Proposal (RFP) From Inspection
Agencies For Carrying Out Inspection Of
The Quality of Jute Products As Per
Relevant BIS Standards.**



**OFFICE OF THE JUTE COMMISSIONER
MINISTRY OF TEXTILES, GOVERNMENT OF INDIA
CGO COMPLEX, 4TH FLOOR, E&F WING, SECTOR 1,
SALT LAKE, KOLKATA – 700 064.**

Fax: 033-23376972/73, E Mail: jcoffice@jutecomm.gov.in

A. Background of the Assignment:

The Cabinet Committee on Economic Affairs (CCEA), has decided to discontinue the services of Directorate General of Supplies and Disposals (DGS&D) in the operation of purchase of jute bags by State Procurement Agencies (SPA) for procurement of food grains. The CCEA further decided that from 1st November, 2016 onwards, jute bags will be procured by the Jute Commissioner of India, Ministry of Textiles, Govt. of India. So far DGS&D has been entrusted to procure jute bags on behalf of the SPAs and the Jute Commissioner is allocating Production Control Orders (PCO) to jute mills for manufacture of required quantities of jute bags within stipulated time.

As per Para 7 of Jute & Jute Textiles Control Order 2016, the Jute Commissioner, may, with a view to ensuring quality of jute textiles in the market and to protect the interests of the end-user, require any person, producing or holding stock of jute textiles or transporting jute textiles to the end user, (a) to deliver samples for inspection at a place and time so fixed by a general or specific order; (b) to permit any official of the Central Government or State Government or any other autonomous body or institution authorized by the Jute Commissioner to draw such samples for testing the same; (c) to provide a copy of the inspection report prepared by such official or body or institution to the manufacturer or the stockist or the carrier, as the case may be, and proceedings under clause (a) of paragraph 8 may be initiated thereafter.

The State Procurement Agencies (SPA) purchases 50 Kg capacity B. Twill jute bags for packing food grains for distribution of the same through the Public Distribution System. These SPAs are based in the states of Odisha, UP, Telangana, Punjab, Haryana, Uttarakhand, Chattisgarh, FCI etc.

The Office of the Jute Commissioner allocates Production Control Orders to the various jute mills distributed in seven states, for the manufacturing and supply of these B. Twill jute bags. These jute bags are inspected Department of Quality Assurance (DQA), an wing of DGS&D is

carrying out mandatory pre-shipment inspection of jute bags at jute mill premises as per powers delegated to them by the Jute Commissioner . Apart from this, inspections are carried out by Office of Jute Commissioner, DQA, SPA at different points of transit or destination (consignees' end) as and when necessary.

B. Role of Jute Commissioner in the new system:

The Office of the Jute Commissioner is a subordinate office under the Ministry of Textiles, Government of India. The Jute Commissioner acts as the technical authority in jute sector and assists the government in formulation and implementation of the policies in jute sector.

It has been decided that the entire operation will be now integrated and run by Office of Jute Commissioner. A web based platform is being designed which will be used by all stakeholders for smooth operation of the system. The objective is to streamline the process and avoid duplication of work and control etc.

C. Eligibility Criteria of Inspection Agencies:

- i. Should be having NABL accredited laboratory relevant to quality inspection of jute textiles.
- ii. Location of the laboratory should be in the zone of jute textile manufacturing area.
- iii. Availability of testing laboratories for jute / textiles at the consignees' end would be an added advantage.
- iv. The Agency should have at least 10 years' experience in testing of jute / textile products preferably on behalf of public sector/ government entities.
- v. They should have technically competent manpower of not less than 5 in the laboratory and 20 field personnel(s). Educational level of these personnel(s) should be graduates / post graduates in relevant technical discipline(s).

- vi. There should be an established system of calibration of the equipment/instruments of the Inspection Agency by reputed accredited agencies.
- vii. There should be a system of audit of inspection for effective oversight of inspections.

D. Scope of Work:

- i. The Inspection Agency has to be able to undertake inspection of jute textile materials within a very short notice, say, within 12 hours.
- ii. Inspection of the Quality of the B. Twill jute bags as per relevant BIS standard or as may be specified by the Jute Commissioner, at the Jute Mills, Loading point, Consignees' end or at any other place as may be selected by the Jute Commissioner or his authorized representative(s).
- iii. Laboratory Testing, as and when necessary has to be carried out at Agency's own laboratory facilities, available accredited laboratories in manufacturing jute mills, consignees' own laboratory, or any third party's facilities if specifically authorized by the Jute Commissioner or his authorized representative(s).
- iv. The collection of samples, methods of testing, conformity with relevant specification etc. are to be done strictly as per relevant BIS standard or as may be specified by the Jute Commissioner or his authorized representative(s).
- v. Samples may have to be collected from Loading/ Unloading Points or at any other intermediate places as may be specified by the Jute Commissioner or his authorized representative.
- vi. Inspections may have to be carried out on Saturdays, Sundays and Holidays.
- vii. Normally inspection and testing are to be completed within a day's time and the report to be generated as per specified format. If necessary, depending upon the size of the lot to be inspected, the duration of inspection may extend to more than one day.

E. Deliverables:

- i. The Agency will ensure that inspection and testing are carried out as per laid down criteria only.
- ii. There may be joint inspection with other stakeholders including jute mills, State Procurement Agencies, Jute Commissioner and other Inspection Agencies.
- iii. Promptness and accuracy will be of paramount importance.
- iv. Travelling anywhere in the country with a notice of 24 hours will be necessary.
- v. The Agency must ensure uploading of Inspection Reports with all relevant information duly filled in the web based system.
- vi. A suitable person of the Agency to be in charge of the process and act as a nodal point for delivery of services.
- vii. Payment to Inspection Agency shall be through online placement of bills.

F. Terms of Contract:

- i. All instructions to the Agency are to be given online by designated personnel in the Office of the Jute Commissioner in a given format. However, in exceptional circumstances, verbal communication by duly authorized personnel of the Office of Jute Commissioner should also be acted upon.
- ii. The agency has to start acting upon the instruction immediately and should report to duty within the time period as specified in the instructions.
- iii. The rates/ fees of such inspection and testing may be quoted as per Annexure.
- iv. Failure to carry out instructions by in time will attract a deduction of 50% of the fees to be paid for that work, and repeated defaults of such nature may lead to black-listing of the IA.

- v. Carrying unsatisfactory/ incomplete inspection will attract 100% penalty i.e., no fees to be paid for that work altogether and repeated defaults of such nature may lead to black-listing of the IA.
- vi. Generating fraudulent report will result in immediate termination of the contract and debarment from participation in any government related inspection work under Ministry of Textiles.
- vii. The performance of the Agency will be evaluated every year and fresh contracts with new terms may be considered.
- viii. Jute Commissioner reserves the Right to terminate the contract of any IA at any point of time without assigning any reasons whatsoever.

G. General:

- i. The Inspection Agencies will be empanelled based on the laid down criteria stated above and selection by an empowered committee.
- ii. The State Procurement Agencies (SPAs) will choose the Inspection Agency from the empanelled list. The payment to Inspection Agencies will also made by SPAs directly.
- iii. Jute Commissioner or his authorized representative(s) may direct the Inspection Agencies to carry out surprise inspection and testing. In such cases fees will be payable by the Jute Commissioner.

Interested agencies / institutes / private organizations are requested to submit their proposals along with an Earnest Money deposit of Rs. 1.00 lakhs payable to "Pay & Accounts Officer, Ministry of Textiles", payable in Kolkata. The Proposal should reach Office of the Jute Commissioner by 5th September 2016.


23/VIII/2016
(Subrata Gupta)

Date:

Jute Commissioner

Table of Rates of Inspection Charges

(Amount: In Rupees)

Sl No	Lot size (In bales)	When Inspection is carried out within the State of Origin of jute bags	When Inspection is carried out outside the State of Origin of jute bags
1	Up to 130		
2	131 to 260		
3	261 to 390		
4	391 to 520		

Signature of Authorized Signatory-----

Name & Designation:

Contact Details:
E-mail
Mobile:
Web-site:
Telephone: