

Date: 24/10/2015

**THE MYSORE PAPER MILLS LIMITED
MARKETING DIVISION**

**# Paper Town Post, Bhadravathi-577302- Karnataka
Ph. No.08282 271056, Mobile: 9945118795, 9845445574**

**Expression of Interest for Empanelment / Appointment of
Indenting Agents / Business Associates for sale of Bulk
Quantity of MPM Creamwove Elegant / Maplitho Paper (in
Reels)**

The Mysore Paper Mills Limited a premier Government of Karnataka undertaking manufacturing high quality of 47 to 80 GSM Creamwove Elegant / Maplitho Paper. ('A' Grade Mill) wishes to appoint / empanel Indenting Agents for sale of its above variety of paper in Delhi, Raipur, Patna, Ranchi, Bhubaneshwar, Kolkata , Chennai & Sivakasi regions . Interested Business Establishments / Trading Agents with sound financial and logistic background with hands on experience in sale of Writing & Printing paper shall apply for the assignment as "Indenting Agents" / "Business Associates" with MPM. Our terms of sale would be strictly against advance payment or L/C at sight.

For details on the terms and conditions, eligibility etc please visit our website www.mpm.co.in. The application Form can be downloaded from the website. The last date for receipt of the completed application Forms will be 15 /11/2015 along with EMD of Rs.5.00 lakhs by RTGS and application form fee of Rs.1000/- and VAT at 5.5% to be deposited on or before 15th November 2015. MPM reserves its right to accept or reject the applications without assigning any reasons whatsoever.

Sd/-

SR.MANAGER(MARKETING)

THE MYSORE PAPER MILLS LIMITED
MARKETING DIVISION
Paper Town Post, Bhadravathi-577302- Karnataka

APPLICATION FOR EMPANELMENT / APPOINTMENT OF
Indenting Agents (IA) / Business Associates (BA) for sale of Bulk
Quantity of MPM Creamwove Elegant / Maplitho Paper.

I. General Information:

(i)	Name & Address of the Company / Firm / Proprietor	
(ii)	Name of the Contact person	Phone No: Mobile No.: e-mail Id.:
(iii)	Constitution of the Company (pl. furnish necessary copies of the documents)	Proprietorship: Partnership: Private/Limited: Public/Limited:
(iv)	Sales Tax Details : VAT/TIN No. & Date : Central Sales Tax No. & Date:	
(v)	PAN No. Details:	
(vi)	Central Excise / Service Tax Registration No.:	

II. Information about your Business:

(i)	Have you been an indenting agent for any Paper Mill, If so given details: - International - Domestic																	
(ii)	Sales turnover / annum in the last 3 years (orders executed) (quantity & Value) (Pl. furnish immediate 3 previous years audited balance sheet.	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 30%;">Year</th> <th style="width: 20%;">Qty.</th> <th style="width: 20%;">Value</th> </tr> </thead> <tbody> <tr> <td></td> <td>2011-12</td> <td></td> <td></td> </tr> <tr> <td></td> <td>2012-13</td> <td></td> <td></td> </tr> <tr> <td></td> <td>2013-14</td> <td></td> <td></td> </tr> </tbody> </table>		Year	Qty.	Value		2011-12				2012-13				2013-14		
	Year	Qty.	Value															
	2011-12																	
	2012-13																	
	2013-14																	
(iii)	Branches if any and their addresses:																	

(iv)	Sales-force details:	
(v)	Proposed areas of operations in your region.	
(vi)	Expected off-take in MTs from MPM for a month/ quarter.	

III. Name/s of the bank you are dealing with:

IV. Pl. indicate your sanctioned Credit limit:

V. Please furnish names of customers you are dealing in your area of operations at present:

Authorized signatory
with Name:
Designation:
and Official Seal:

Encl : a/a

WRITING AND PRINTING PAPER (CREAMWOVE ELEGANT / MAPLITHO REELS) - INDENTING AGENTS – (IA)/ BUSINESS ASSOCIATES (BA) - TERMS AND CONDITIONS

1. The IA/BA is required to maximize sales of MPM Writing and Printing Paper (Creamwove Elegant / Maplitho Reels) to customers with a reasonable NSR (Net Sales Realization) fixed by the company from time to time depending on the regions and volume off-take per month.
2. IA/BA should furnish Security Deposit for a sum of Rs.25.00 lakhs through RTGS at the time of acceptance of this assignment.
3. IA/BA will be appointed initially for a period of one year and shall be extended from time to time depending upon the performance on mutual consent.
4. Supply of paper to the customers through Indenting Agent will be against advance payment / LC at sight. The LC has to be opened either by the Agent or by their Customer in favour of The Mysore Paper Mills Limited, Bangalore on any Nationalized Bank / Reputed Scheduled Bank.
5. The IA/BA will be solely responsible for liasoning with the customer, booking orders, liasoning with MPM for despatches and making payments to MPM on behalf of their customers without causing any hindrances in normal trade practice.
6. All Billing will be done on Ex-mills basis inclusive of applicable Central Excise duty, Cess, Primary and Secondary Education Cess, transit insurance and applicable CST against 'C' Form. The freight from Bhadravathi will be extra and the transporter has to be nominated by the agent or his customer.
7. The IA/BA will have to sell a minimum of 251 MTs of Elegant / Maplitho reels per month. MPM reserves the right to accept below / above the minimum quantity to boost up sales volume and subject to material availability.
8. MPM can supply elegant / Maplitho reels in gsm ranging from 47 to 80 and in various sizes which should match the deckle width of our machine ranging from 640 to 650 Cms.

9. Following are the present applicable contract discount to be passed on to the IA/BA with enhanced billing pattern :

Slab/Qty. of Paper lifted per calendar month (or 30/31 days)	Contract Discount with enhanced billing (Rs./MT)
251 to 350 MTs	1700
351 to 450 MTs	1800
451 to 550 MTs	1900
551 to 700 MTs	2000
701 to 900 MTs	2100
901 & above	2200

The above slab is indicated as per the existing pricing pattern for all the existing dealers. However, this pattern may be suitably altered from time to time on need basis depending on business opportunity.

10. The contract discount would be passed on through periodical credit note subject to furnishing of 'C' Form and on completion of committed quantity.
11. Applicable TDS and Service Tax on the discount will be payable by the IA/BA.
12. Supplies would be strictly against 'C' form with 2% CST. If 'C' form is not submitted applicable CST @ 5.5% at present will be charged. The responsibility of collecting 'C' forms and submitting the same to MPM solely rests with the IA/BA.
13. The IA/BA has to nominate the Transporter for lifting WPP from our mills at Bhadravathi. The cost of transportation/freight and transit insurance will be extra to be borne by the Customer / Agent.
14. An authorization letter from MPM will be issued to IA/BA to enable him to book orders as well as to collect payments from customers etc.
15. MPM being a Government organization would strictly follow established trade practice without deviating the existing company policies.
16. A letter of appointment with Terms & Conditions together with an MOU as agreed by both parties will be issued to the IA/BA.