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Dated: 21.02.2020

To

All Producer/Buyer/Exporter Associations

Sub: Implementation of Jorhat Auction Platform.

Sir(s)/Madam(s),

As you are aware, Tea Board India has selected M/s mjunction services ltd for designing and development of a separate auction module with value added services for sale of teas from various parts of the country especially Assam and North Eastern region. The platform is expected to be operational by April, 2020. The registration portal for registration of the interested sellers and buyers for the platform has already been rolled out by Tea Board and its operational at present.

However, to begin with, the teas from Jorhat, Assam and adjoining districts shall be offered for sale in the platform. This is in addition to the existing registered auction centres already operation in the country under the aegis of Tea Board.

Further, to make this platform more acquainted with the stakeholders, Tea Board has framed the detailed rules pertaining to the auction and other procedures, which is hereby enclosed for circulation amongst your members.

You are also requested to advise your members to register themselves in the portal at the earliest.

Looking forward for your favourable response.

Encl. as stated

Yours faithfully,

Raskar

(Rajanigandha Seal Naskar)
Controller of Licensing

Copy to:

1. Executive Director, Tea Board, Guwahati
2. Executive Director, Tea Board, Coonoor
3. DTD, Tea Board
4. DDTD, Siliguri and Palampur
5. ADTD, Jalpaiguri,

Jorhat Auction Rules

A. General Principles of Auction Sale

1	Primary condition of Auction Sale	a. All rules made hereunder for conducting the auctions are in accordance with the provisions contained in The Tea (Marketing) Control Order 2003 and shall be amended by Tea Board from time to time. b. Auction Organizer registered by Tea Board shall conduct the auctions on a day to day basis along with other required functions as specified in the Rule or as amended from time to time. In the case of Jorhat auction, the Auction Organiser shall also be responsible for designing, developing, implementation and maintainance of the auction software as well. c. The stakeholders eligible for participating in the Auction process are as under: I. Registered manufacturers of Tea Board under the provision of The Tea (Marketing) Control Order, 2003. II. Registered buyers of Tea Board under the provision of The Tea (Marketing) Control Order, 2003. III. Registered warehouses of Tea Board under the provision of The Tea Warehouse (Licensing) Order 1989. In the case of Jorhat Auction, the auction organiser shall also be responsible for operating a centralised warehouse at designated places as notified for the purpose of receipt and storage of auction teas.
2	Origin of teas to be offered	a. Only teas of Indian origin shall be permitted to be catalogued. b. The teas from various parts of the country especially from Assam and North Eastern Region shall be offered for sale in the e-auction platform of Jorhat.
3	Roles and Responsibilities of various stakeholders	The roles and responsibilities of the various stakeholders of the e-auction system shall be stipulated by the Auction Organizer from time to time and shall be effective only after prior approval of the Tea Board.
4	All Sales and Purchases to be subject to prescribed Terms and Conditions	a. All sales and purchases of teas in Jorhat Auction centre shall be governed by rules prescribed by Tea Board from time to time. b. Unless otherwise specified, any dispute between stakeholders arising from the sale of teas in e-auctions shall be dealt by the Auction Organizer under the guideline/rules of Tea Board for conducting the auction.
5	The basis of sales regarding the nature of each tea	The sample distributed before the sale, having been drawn by the Auction Organizer from the lots offered for sale, shall form the basis of the sale as regard the nature and description of the tea, but not the state and condition thereof, unless otherwise provided in the e-auction catalogue. Buyers must take all reasonable steps to satisfy themselves as to the state and condition of the tea before their removal from the warehouse.
6	Auction Organiser not to be interested in sale/purchase/shipment of tea	The Auction Organiser by virtue of its Agreement executed with Tea Board, shall ensure that the company or its employees, Board members or any participating third parties shall not either directly or indirectly interfere/influence the sale, purchase, shipment, any other activities related to auction of tea, under any circumstances.
7	Location of e - auction	All transacting users shall interact with the Jorhat auction portal from their location of choice. There shall not be physical auction hall in the process.
8	Independent Settlement Agency	Tea Board shall select settlement banker through proper procedure for online settlement of auction proceeds through the platform.
9	Buyers' and Sellers' Financing	The Auction Organiser, upon requirement of the stakeholders (buyers and sellers), may arrange for finance through banks and NBFCs. The stakeholders shall have access to funds based on certain eligibility criteria and the entire process shall be routed online through the platform.

10	Availability of Logistics for Sellers/Buyers	a. Logistics providers shall be empanelled by the Auction Organiser and shall be registered in the Auction platform. b. The seller/buyer shall upload his logistics requirement on the platform before planning his lifting schedule. c. The platform shall aggregate the logistics demand and broadcast the information to all logistics providers registered in the platform. d. The registered logistics providers shall upload the availability of vehicles and the respective rates on the platform for the Sellers/Buyers prior to dispatch of tea from seller's garden to warehouse or warehouse to buyer's destination. The seller/buyer shall have to confirm the logistics provider through the platform. e. However, the seller and buyer, if feel so, may choose his own logistics provider outside the portal as per his discretion. d. Logistics provided on the platform shall be considered as a value-added service provided by the Auction Organiser and shall be charged separately.
11	Auction Transaction & Service Level Audit	a. The Auction Organizer shall arrange for an auction transaction audit on a quarterly basis at their own cost and the report shall be submitted to Tea Board. b. However, Tea Board may conduct requisite audit either internally or through a third party agency, if required.

Jorhat Auction Rules

B. Rules relating to pre-sale activities

12	Receipt of teas at Registered Warehouses and preparation of Online Arrival & Weighment Report (AWR)	a. The teas to be offered for sale in the e-auction shall be stored in warehouses registered with Tea Board (under TWLO, 1989 or as amended from time to time) and shall be maintained, operated by the Auction Organizer on a day to day basis. b. All teas received for sales at the warehouse from the manufacturing units shall be gross weighed on electronic scale by the warehouse authorities at the time of entry into the warehouse. Wherever the gross weights vary from those marked on the invoices/ packages, the ascertained gross weights shall be recorded in the online AWR with reason thereof. The copy of such AWR shall be available online to the seller. c. The ascertained gross weights shall form the basis of the published catalogues for online sale/ purchase of tea and the same shall be binding on the sellers and buyers. d. All teas sent to the warehouse must be for the purpose of auction sale only. e. The warehouse shall be used as a transient storage point, for teas before and after auctions. It shall not be treated as a point for holding inventory for extended period of time.
13	Lot Sizes	The lot sizes for this platform shall be a minimum of 9. There will not be any upper limit on size of the lot, ie, a lot may have 'n' of bags. However, for speciality teas, the minimum lot size is 1 bag. The lots having less than 20 packages shall be considered as small lots and any lot equal to or greater than 20 packages shall be considered as large lots.
14	Publishing of online Interim Catalogue	a. All teas received at the warehouse and recorded in the online AWR shall be considered for preparing the online interim catalogue for the nearest future sale, subject to the last date of receipt at warehouse, as published in the online sale announcement by the auction organiser. b. This catalogue shall be made available online to sellers, buyers and Tea Board at least 10 days prior to auction.
15	Inspection of tea and drawal of Samples for Trade Sample, Tasting etc	a. The agency designated for the purpose by the Auction Organizer and approved by Tea Board shall draw samples from the lots after publishing of interim catalogue. The samples shall be drawn as per the provisions specified in TMCO, 2003 and FSSAI Rules, as amended from time to time. b. The quantity of samples to be drawn from the lots shall be a fixed quantity (in kilogram), i.e., the sample quantity shall not vary depending on the actual quantity of each lot. The quantity to be drawn for the purposes mentioned shall be as per Annexure-A c. Teas, which upon inspection are found to vary from the details specified in the garden invoice, shall be updated in the system for notifying the seller. The said lot shall not be considered for sale in any future catalogue till such time it is cleared by the designated agency. The subsequent process for rectification by the seller and the associated charges shall be as per Annexure-B (Warehouse charges)
16	Tasting and Valuation of Tea	a. The teas shall be tasted by the designated taster/agency (appointed by auction organiser with prior approval of Tea Board) in respect of requisite parameters and the results of the same shall be included in the online final catalogue. b. The designated agency shall evaluate the samples and publish the results (Quality Vocabulary) comprising the following heads: I. Dry leaf II. Infusion III. Liquor c. Basis the above, the designated agency shall publish an estimated valuation range for the consumption of the seller. This range will comprise lower and upper price limits (LPL and UPL). d. The above estimated valuation shall serve as an indicative assessment of tea to the seller for setting of price parameters prior to the auction.
17	Eligibility of buyers to receive Free Trade Samples (FTS)	a. The eligibility of the buyer to receive FTS and the quantity thereof shall be fixed by the Auction Organiser considering the buying pattern of the buyer and the same shall be implemented with prior approval of Tea Board as per Annexure-C b. The eligibility for receiving FTS shall be reviewed from time to time by the Auction Organiser in consultation with Tea Board.

18	Packing and Delivery of FTS	a. The responsibility of packing and delivery of FTS rests with the Auction Organiser. b. All the samples to be delivered to buyers shall be packed as per existing industry standards in force.
19	Preparation of Final Catalogue (Online)	a. The final catalogue shall be published after receipt of tasting reports from the designated agency / taster and subsequent amendment in the lots offered based on the tasting results. b. The catalogues to be uploaded online shall be for CTC Leaf, CTC dust, Orthodox Leaf, Orthodox Dust and Speciality teas. c. The teas for a particular sale shall be catalogued on FIFO basis with respect to online AWR. d. The Auction Organiser may, from time to time, specify the maximum volume of teas which can be offered for sale in a Sale Programme, for different categories of tea. In such case, the seller shall have to abide by this overall cap specified by the Auction Organiser in consultation with Tea Board. e. The volume of tea shall be sold in Kilogram and in Indian Rupees only f. The teas published in the final catalogue cannot be withdrawn under any circumstances.
20	e-Catalogue Publishing Time	The final e-catalogue publishing time shall be 7 days before the date of auction.
21	Setting of Price Parameters	a. Start Bid Price (SBP): It is the base price below which the auction system shall reject the bids. b. Reserve Price (RP): It is the price below which the lot shall not be sold. c. Tolerance Reserve Price (TRP): This is an optional parameter to be set by the seller and shall be a price between the SBP and the RP. This price when set, shall allow the lot to be sold even if the RP is not met. d. The seller shall mandatorily set all the price parameters 4 days prior to the auction date. e. RP and TRP shall only be known to the seller and shall not be made available to any other party including buyer under any circumstances. However, SBP shall be visible to all stakeholders as a reference point for starting of bid.
22	Grading	a. The teas to be offered for sale through the e-auction shall be graded as per the directions/ guidelines issued by the Tea Board from time to time (Annexure-D) b. The grade of the tea should be marked on the package and shall also be disclosed in the Garden Invoice, AWR and e-Catalogue. c. The designated agency authorised by Tea Board, as a part of inspection of tea, shall verify that the tea has been properly graded. d. In case the designated agency/warehouse operator finds that there is a mismatch of grade between the garden invoice and the package or the same is deviating from Tea Board's guidelines, the matter shall be intimated to the seller through the online system and shall not be catalogued unless the error is rectified.
23	Packaging	a. Teas offered for sale through the e-auction shall be packed in specific type of packages as per the directions/ guidelines issued by Tea Board from time to time (Annexure-E) b. Teas shall be packed in fresh packages only. Use of re-used packages shall not be permitted.
24	Damaged teas, Re-packaged teas, Salvaged teas	a. Damaged teas (partly/ fully Damaged) shall not be catalogued and offered for sale in auction b. Salvaged teas shall be e-catalogued only after adherence to FSSAI parameteres. The charges for such testing shall be borne by the seller.

25	Food Safety and Standard Authority of India (FSSAI)	a. Sellers shall ensure that the teas offered for sale through the e-auction meet the specifications prescribed under the Food Safety and Standards Authority of India (FSSAI) Rules, as amended from time to time. Copy of the FSSAI License has to be provided as part of the online registration process. b. In case of any doubt on the conformity of the teas to FSSAI specifications/ guidelines, the Auction Organiser shall have the liberty to send the teas for chemical analysis, the cost of which shall be borne by the seller. c. Only teas conforming to FSSAI parameters shall be catalogued and offered for sale. d. The seller shall indemnify the Auction Organizer/ buyer members from any liability arising out of the sale of tea under the Food Safety and Standards Authority of India (FSSAI). e. As per FSSAI, the seller has to test his teas twice a year. Such FSSAI test results should be uploaded by the seller in the platform. f. Auction Organiser shall also adopt the system of random testing of samples on a quarterly basis and the results shall be published in the auction portal.
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Jorhat Auction Rules

C. Rules relating to Sale activities

26	Auction Day	a. Auctions shall be conducted on every Monday between 10am to 7pm with a lunch break of one hour in between. There may be instances, due to large volume, the auctions may spillover to Tue. In case of public holiday(s) on auction day(s), stakeholders shall be informed through adequate prior notice, on alternate date(s).
37	Mode of Auction	a. Auctions shall be conducted only on electronic trading platform deployed/ approved by Tea Board. b. In case of a prolonged disruption of the e-auction system, the Auction Organiser shall follow the contingency plan specified by the Tea Board.
28	Login Protocols	a. The auction platform shall allow registration of multiple users of an organization. Depending upon the approvals provided by the system admin of the organisation single or multiple users can bid on an Auction day. However, the system shall not allow 2 IDs from the same organization to bid in the same lot. b. The auction platform shall also allow the other users from the same organization to login as viewers during the live auction. c. The respective participants shall be responsible for the security of their login details, passwords, personalised statements, etc. All transactions recorded in the e-auction trading platform against an individual login/ID shall be binding on the concerned participant.
29	Identity of the bidders	Total anonymity of bidders shall be ensured by the system during live auction. However, the highest bid price at any point of time shall be visible to the buyers during live auction.
30	Bidding Sessions, opening of lots and activation of lots for knocking down	a. The Auction Organiser shall divide the entire catalogue into finite batches consisting of multiple lots which shall be published in the e-catalogue. These batches shall run on the auction day as per the slots mentioned in the e-catalogue (Sequential bidding). b. Each batch, consisting of 15 lots, defined in the e-catalogue shall run for a period of 3 minutes. However, extension of bidding time shall be allowed if any valid bid is received at an increment of more than or equal to the minimum bid increment by another 30 seconds from the close time. This extension of time will continue for maximum of 4 cycles of 30 seconds each. c. Each lot shall be knocked down by the system basis the RP criteria set by the seller (or tolerance RP if set by the seller). d. Depending upon the price received from individual buyers at the end of the auction, a specific lot may be partially knocked down. In such cases all buyers meeting the RP criteria set by the seller (or tolerance RP if set by the seller) shall be declared as the winning bidders.
31	Starting Bid and rate of advancement of Bidding	a. Starting bid for any lot shall be a whole number (without decimal). b. The rate of advancement of bidding shall not be less than Rs 5. For CTC, it will be Rs.2.
32	Auto Bid Logic	a. In the 'Auto Bid Stage' the bidders are allowed to place 'Auto Bids' only. The system does not reflect any information on the market price/ allocation. b. Bidder is allowed to revise his /her bid in an upward direction during the 'Auto Bid Stage'. c. Only the last bid of each bidder in the 'Auto Bid Stage' is considered for the subsequent 'Live Bidding Stage'. d. The system shall allow the buyers to register their auto bids 3 days prior to the auction date.
33	Division of Lots	a. All lots above 9 bags shall be divisible. The lots divisible can be knocked down at differential price.
34	Reopening of lots impacted by system error	Lots affected due to system error shall be re-opened for bidding under the same sale programme at the end of the day/sale.
35	Handling Unsold Lots	The options available to the seller in respect of unsold Lots shall be: i. Withdrawal of entire/residual unsold lot from the auction system ii. Reprint in a fresh catalogue with sampling
36	Mistakes in bidding	All entries/ bids made by parties participating in the e-auction shall be binding on the users.

Jorhat Auction Rules

D. Rules relating to Post-sale activities

37	Issuance of Tax Notes	a. The auction platform shall generate proforma tax invoices along with consolidated statements for the buyers within 4 hours of sale closure (sale value + GST). b. The auction platform shall generate final tax invoices for the buyers immediately after on receipt of payment and subsequent compliance to GST norms.
38	Other Statutory deduction and return filing	a. 1% TCS from seller on sale value of tea shall be deducted by Tea Board as e-commerce operator and filing of return shall be done by Tea Board. b. Apart from the above mentioned statutory deductions, the system will deduct other statutory dues as and when notified by GST authority or any other related authority.
39	Transaction fee to be paid to the auction organiser	1.17% of the total sale value
40	Performance Security Deposit	5% of the total sale purchase value.
41	Buyers' Prompt Date (Maximum days allowed for payment by buyers)	The Buyer's Prompt Date shall be thirteen (13) days after the date of sale.
42	Seller's Prompt Date	a. Seller's receipt shall be a 'continuous settlement' with payment being made (by the Settlement Bank) to the seller on receipt of clear funds in the settlement account maximum by the next working day.
43	Preparation and issuance of Delivery Orders	a. Issuance of delivery order shall be online and immediate after receipt of payment from the buyer, provided actual delivery address has been furnished online by the buyers. b. All sale invoices shall be raised on the designated 'Billing Address' of each buyer. c. Requests for issue of Delivery Orders for a part of the lot shall be entertained depending on the shipment location.
44	Force Majeure	a. Buyer's Prompt date beyond extended period can further be extended by Tea Board in case of natural calamities, emergency situations like -fire, explosion, cyclone, floods; earthquake, -war, revolution, acts of public enemies, blockage or embargo; -any law, order, proclamation, ordinance, demand or requirements of any Government or authority or representative of any such Government including restrictive trade practices or regulations b. The buyer in such cases shall make an online request to Tea Board.
45	Method of Prompt Payment	a. All payments by the buyers shall be made to the Settlement Banker(s) online in accordance with the directives issued by Tea Board and the Auction Organizer -from time to time. b. The Settlement Bank shall make payments to the sellers/Auction Organizer through direct intra-bank/ branch fund transfers, fund transfer through NEFT/ RTGS, etc.
46	Delivery of Teas	a. Delivery of teas to the buyers shall only be made by the warehouse concerned on presentation of valid Delivery Orders relating to specific lots/invoice of tea issued from the auction platform. b. The warehouse shall deliver the tea to the nominated agent of the buyers within one working day after placement of online delivery request. c. Any tea/lot against which Warehouse Receipts have been taken by the seller cannot be withdrawn from the warehouse without clearance of the dues. d. In case the delivery of teas are facilitated by the Auction Organiser through their registered logistics provider, the same shall be done by Auction Organiser after receipt of required information online from the buyer.
47	Sellers responsibility towards the Goods	The goods shall be at sellers' risk only for 7 days after completion of buyers' prompt date or until removal by the buyer, whichever is earlier

48	Warehouse charges	a. The charges payable to the registered warehouse shall be as per Annexure-B b. Warehousing charges for the tea shall be borne by the seller up to seven (07) days after the buyers' prompt date or until removal by the buyer, whichever is earlier c. Storage of teas by the buyer beyond four weeks (inclusive of free period allotted on account of the seller) from the date of sale shall attract higher charges than the normal. d. The auction platform shall deduct the warehouse charges payable by the seller from the payment made by the concerned buyers before remittance to the sellers.
49	Default of Buyer's Prompt	a. If the buyer fails to pay for the tea, on the due date for payment, the goods may be resold in the next available auction. Any loss arising from such resale, together with the interest to be calculated at the prevailing rate (prevailing SBI fixed deposit Rate for the current year) from the due date and all charges incurred, shall be paid by the defaulting buyer to the original seller through the system integrator and the defaulting buyer shall not be entitled to any profit which may accrue from such resale. In the event of a profit accruing from such a resale, it shall be paid to the original seller by the Auction Organizer. b. A maximum extension of 5 days may be given to the defaulting buyer to make the payment beyond the Prompt date. A total of 4 such extensions shall be given to each buyer in a year. c. In case of a prompt failure by the buyer beyond scheduled period (normal and extended as the case may be) occurs twice in a year, the Auction Organizer shall intimate the same with complete details of the buyer to all other auction centres for blocking of IDs until the payment is cleared by the buyer along with the penalty value. d. A penalty of up to 30% of the knockdown value of the teas shall be paid by the defaulting buyer (if he doesn't make payment within 5 days beyond Prompt date) to the sellers concerned before the buyer is permitted to participate in the subsequent e-auctions across all centres. e. The penalty collected from the buyer shall be given to the aggrieved seller. f. In case, the buyer defaults on payment more than 2 times within a year, his membership as buyer shall be suspended for a period of 6 months or terminated completely by the Auction Organizer depending on the severity/magnitude of the default as per the discretion of the System Integrator and Tea Board. g. Action taken as per sub rule (d), above shall be intimated by the System Integrator to the Tea Board within 48 hours.
50	Compensation for non-delivery of teas	a. In case of default (by the producer/ warehouse) on account of non-delivery of tea, the concerned buyer shall immediately report the default to the Auction Organizer with a copy to Tea Board. b. Investigations shall be promptly conducted by the Auction Organizer to identify the defaulting party. c. If the seller is identified as the defaulting party, he shall not be permitted to participate in the subsequent e-auctions till he has made the original teas available and has paid the stipulated penalty maximum within 15 days for default. d. A penalty of up to 30% of the knockdown value of the teas shall be paid by the defaulting party to the aggrieved buyer through the Auction Organizer. e. In case a party is found to be a defaulter under this rule on three occasions in a year, the Auction Organizer shall consider taking further strict actions against them including cancellation of membership/ registration and the same is to be intimated to Tea Board within 48 hours and the decision on concerned defaulter shall be taken immediately. Action taken as per sub rule "e" above shall be intimated by the Auction Organizer to the Tea Board within 48 hours. f. In case tea has been catalogued by the Auction Organizer for sale through e-auction without the presence of tea in warehouse (other than Ex-estate e-auction sale): - Investigation shall be promptly conducted by the Auction Organizer to identify the defaulting parties. - If the Auction Organizer is identified as defaulting party, a penalty of up to 30% of the knockdown value of teas shall be paid by him. - If AWR is submitted by the warehouse keepers without presence of tea in warehouse, investigation shall be promptly conducted by the Auction Organizer to identify the defaulting parties. - If the warehouse keeper is identified as defaulting party, a penalty up to 30% of the knockdown value of teas shall be paid by the concerned warehouse keeper. - In case warehouse keeper/Auction Organizer fails to pay compensation and /or penalty, the recognition of warehouse keeper shall be suspended for a period of six months or terminated completely by the Auction Organizer depending on the severity/ magnitude of the default as per the discretion of the Auction Organizer.

51	Right of buyer to inspect tea	a. The buyer or his nominated agent shall have the right to examine each chest/ bag/ package bought by him in the auction upon producing the delivery orders to the warehouse keeper and the warehouse keeper shall extend necessary cooperation to buyers in this connection. If a complaint is made by a buyer in this respect, the Tea Board shall call upon the Auction Organiser to furnish an explanation before further action. b. In case the delivery is facilitated by the warehouse through its registered logistics providers, the Auction Organiser should ensure delivery of original sold teas to the buyer.
52	Claims for shortage in weight on taking delivery	a. The buyer or his representative must be satisfied before taking delivery of teas. Any dispute regarding differences in the weight of material after removal of teas from the warehouse shall not be entertained. b. In case the delivery is facilitated by the Auction Organiser through their registered logistics provider, it is the responsibility of the Auction Organiser to take due care in this regard.
53	Claims on grounds of difference or inferiority in quality, description, damage, deterioration or defect in packing	a. All claims in this regard shall be resolved through the Claims Sub-Committee constituted for the purpose. (Annexure-F) b. Claims on grounds of quality made after removal of the packages from the registered warehouses shall not be entertained unless the Claims Sub Committee is of the opinion that the defects complained of would not have been discoverable despite taking such steps by the buyer or the Auction Organiser (in case delivery is facilitated by them) within the prescribed period after the sale. c. Claims on grounds of quality must be submitted by the buyer within seven (07) days after removal of tea. d. Claims on grounds of quality made after removal of the packages from the registered warehouses shall be referred to the Claims Sub-Committee.

Annexure A

Sample Quantity

The quantity of samples to be drawn from the lots shall be as follows:

Category	For all Lots
CTC Leaf	7 kg per lot
CTC/Orthodox Dust	4 kg per lot
Orthodox Leaf	7 kg per lot

Annexure B

Warehouse Charges

Note : 1. All rates are per package unless otherwise indicated for Sellers applicable from 15th of May, 2019		
2. All rates are per package unless otherwise indicated for Buyers applicable from 15th June, 2019		
SI No	Particulars	Jorhat Auction Rates (Rs)
A	Receiving into warehouse including unloading, sorting, gross weighment, stacking at location for category inspection by Brokers, opening for sampling and stitching / taping, weighment and re—marking of sample packages, minor repairing, with free charges upto 30 days on Seller's account and excludes cost of materials supplied.	0.00
B	Additional storage charges after first 30 days up to and including prompt date or up to one week after prompt date in case sold tea is not lifted, per week or part of a week payable by Sellers.	4.00
C (I)	Additional charges after one week of prompt date per week or part of a week payable by Buyers, upto 4 weeks	5.00
C (ii)	Additional charges after completion of (I) above, per week or part of a week payable by Buyers, for next 4 weeks	15.00
C (iii)	Additional charges after completion of (ii) above, per week or part of a week payable by Buyers.	25.00
D	Laying down, restacking, including gross weighment under instructions from Brokers.	0.00
E	Damaged teas special charges for handling.	3.00
F	Actual weighment, weighing tare and re-packing.	5.00
G	Re-packing into chests or bags, weighing tare, gross weighment and marking etc.	7.00
H	Replacing bags (labour only) per bag.	0.00
I	Marking, rectifying irregular marking etc.	3.00
J	Cleaning, weighing and re-packing (per kilogram).	3.00
K	Drawl of samples from bags including machine stitching (on request) / check sample.	3.00
L	Sorting of sub-lots for re—stacking (sellers account).	2.00
M	Stencilling shipping mark / taping charges.	3.00
N	Gunnying and marking.	Actuals at current rate
O	Hooping.	Actuals at current rate
P	Materials - chests, bags, panels etc.	Actuals at current rate
Q	Truck hire charges for transporting to / from Rail Head (from Rail Head on Sellers Account and to Rail Head on Buyers Account).	Actuals at current rate
R	Removing from stack and loading into Buyer's transport.	2.50
S	Gross weighment of packages - applicable only when weighment certificate with full signature of concerned delivery man is issued to the Buyer.	2.00
T	Drawl of samples for Buyers.	2.50
U	Stencilling & remarking of bags.	2.50

Annexure C

Free Trade Samples

At the initial stage, all buyers registered in the platform and wishes to participate in a particular sale shall receive Free Trade Samples.

The quantity of Free Trade Samples per lot per buyer shall be 25gm. The maximum limit of sample to be withdrawn from a lot shall be as per Annexure-A.

However, the eligibility for receiving Free Trade Samples shall be reviewed from time to time by the Auction Organiser in consultation with Tea Board.

Annexure D

Grades of Tea (CTC, Orthodox)

Sl. No.	Name of Grade	Type of Tea (CTC, Orthodox or Both)
1	BOP	Both
2	BOP1/ BOP1(O)/ FBOP1	Both
3	BOPD	Orthodox
4	BOPF	Both
5	BOPL	CTC
6	BOP-S	CTC
7	BOPSM	CTC
8	BP	CTC
9	BP1	CTC
10	BPS/ BPS(O)/ SBP	Both
11	BPSM	CTC
12	CD	CTC
13	D/Dust	CTC
14	D1	CTC
15	FBOP	Orthodox
16	FBOP(CL)	Orthodox
17	FD	CTC
18	FOF	Orthodox
19	FOP	Orthodox
20	FP/ TFP	Both
21	FTGFOP1	Orthodox
22	FTGFOP1(C	Orthodox
23	FTGFOP1(S	Orthodox
24	GBOP	Orthodox
25	GBOP1	Orthodox
26	GD	CTC
27	GFBOP	Orthodox
28	GFBOP(S)	Orthodox
29	GFOP	Orthodox
30	GOF	Orthodox
31	GTGFOP1	Orthodox
32	OBPS	Orthodox
33	OF	Both
34	OF1	CTC
35	OP	Orthodox
36	OP-A	Orthodox
37	OPAL	Orthodox
38	PD	CTC
39	PD1	CTC
40	PF	CTC
41	PF1	CTC
42	RD	CTC
43	RD1	CTC
44	SD	Orthodox
45	SFD/ SFD(SUP)	CTC
46	SFTGFOP1/ SFTGFOP1(	Orthodox
47	SRD	CTC
48	STGFOP1(S / STGFOP1S	Orthodox
49	TFBOP	Orthodox
50	TGBOP	Orthodox
51	TGBOP1	Orthodox
52	TGFOP	Orthodox
53	TGFOP(S)	Orthodox
54	TGFOP1	Orthodox
55	TGOF	Orthodox

Annexure E
Packaging of Tea

RECOMMENDED PACKAGING MATERIALS:-

Sack Type	Pack Dimension
D – HDPE Bags	A – 69 * 54 * 26 cm
	B – 69 * 54 * 33 cm
P – Paper Sack	68.5*54*26 cm

Annexure F

Claims Sub Committee

All claims on grounds of difference or inferiority in quality, description, damage, deterioration or defect in packing shall be resolved through the Claims Sub-Committee constituted consisting of:

- 1) One/two elected members of Seller community registered on Jorhat e-marketplace**
- 2) One/two elected members of Buyer community registered on Jorhat e-marketplace**
- 3) Two members from mjunction services limited**
- 4) One member from Tea Board Regional office**