

EXPRESSION OF INTEREST (EOI)

Expression of Interest is invited from Practising Company Secretary Firms and/or Company Secretary in Practice for empanelment in JNPA, a Major Port Authority. The selection criteria shall be based on following

| Sr. No. | Eligibility /Selection Criteria | Basis of Awarding Points | Maximum Points |
|----------------|---|--|-----------------------|
| 1 | Experience in Practice (no. of years) as Proprietor / Partner / Individual / Firm of Company Secretaries. The cut-off date for ascertaining experience will be 01.01.2024 | 1 Point for each completed year of holding of Certificate of Practice in continuation. | 5 |
| 2 | Number of active Partner / full time Employees (qualified CS) | 1 Point for each Partner / employee | 5 |
| 3 | Majors clients during last 3 financial years (i.e., companies with Annual Turnover > Rs. 100 Crores or Paid up Capital over Rs 500 Crores) | 1 Point for each such Client | 5 |
| 4 | Experience of work in PSU or SEZ or Government undertaking or companies where Government (State/Central) JNPA /other Major Port has stake . | 1 Point for each such Client | 5 |
| | TOTAL | | 20 |

The interested parties may submit their Expression of Interest by email to sachinmarkad@jnport.gov.in latest by 15.11.2024. The interested parties are also expected to submit documents supporting the eligibility criteria alongwith the EOI failing which JNPA may not consider the same.

The Interested parties shall furnish the details regarding categories of services being provided by their Firm/Office and the rates being charged by them for such services exclusive of GST and the applicable GST rate.

JNPA reserves the right to seek any clarification from the prospective parties and also to cancel or amend any terms of the EOI or reject application of any party without assigning any reason.

For any clarification you may email to Sachinmarkad@jnport.gov.in .

Sd/-

Manager(Legal)