



# OUR PASAND

Group Of North Bengal Agro & Tea  
Tinmile Road, Molani, Chopra, West Bengal - 733207  
Mob:+91 74776 56900,  
Email: northbengalagroandtea@gmail.com

## **AGREEMENT FOR C&F/ AGENCY/ SUPER STOCKIST APPOINTMENT**

This memorandum of agreement is entered on this date.....between Our Pasand (Group of **North Bengal Agro and Tea**) at Sonapur, Uttar Dinajpur, West Bengal-733207 and ..... (Here in after referred to as C&F/Agency/Super stockist) , whereas the principals have agree to market their products through the C&F/Super stockiest w.e.f ..... and the Principal desire to have written following terms and condition by this elaborate memorandum of agreement.

### **TERMS AND CONDITIONS ARE AS FOLLOWS:-**

1. The C&F (Consignee and Forwarding) Agent/Super Stockist Agreement is effective from \_\_\_\_\_ for a period of **one year**. This agreement may be renewed after one year as per mutual agreement between the Company and the C&F/Agent/Super Stockist.
2. The Principal hereby appoints **M/s** \_\_\_\_\_ as their C&F/Agent/Super Stockist for the sale of their products in the assigned territory of \_\_\_\_\_ of India.
3. The C&F/Agent/Super Stockist will maintain a warehouse to store the goods, and all expenses related to safe storage will be borne by the C&F/Agent/Super Stockist.
4. The Principal will sell the products to the C&F/Agent/Super Stockist at \_\_\_\_\_% **trade discount** on MRP plus applicable CST. The C&F/Agent/Super Stockist will provide all related documents such as road permits and CST number.
5. The Company will provide proper team support, marketing network, and online facilities for marketing.  
The C&F/Agent/Super Stockist will provide staff, necessary infrastructure, phone, mobile, and other facilities. The Principal will also provide marketing materials such as catalogues, leaflets, posters, and pamphlets in consultation with the C&F/Agent/Super Stockist in the assigned territory.
6. The C&F/Agent/Super Stockist must ensure a minimum sale of **Rs. 3 lakhs per month** for eligibility as C&F/Agent/Super Stockist.
7. All sales consignments will be sent by the Principal on an **advance payment basis**, and accounts must be settled **bill-to-bill on a monthly basis** through A/c Statements issued by the C&F/Agent/Super Stockist.
8. Books of accounts, vouchers, and related records must be correctly maintained by the C&F/Agent/Super Stockist and kept available at their office for inspection by the Principal or authorized persons.



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9. The C&F/Agent/Super Stockist is responsible for charging appropriate trade tax, submitting returns, and remitting the tax to authorities. Any default will be the sole liability of the C&F/Agent/Super Stockist. The Principal will not be responsible for any excess levy.
10. The C&F/Agent/Super Stockist is solely responsible for collecting sale proceeds and remitting them to the Principal as per trade terms. Any default will be treated as a breach of contract, and the Principal may discontinue business and appoint another agent without notice.
11. The C&F/Agent/Super Stockist shall be required to deposit **three cheques as Security**, which shall remain with the Principal during the Agreement period.  
**These cheques must be renewed upon expiry.**  
The security amount will be returned after full settlement of accounts at the end of the Agreement.
12. The C&F/Agent/Super Stockist shall operate exclusively within the assigned territory of \_\_\_\_\_ **Region** and shall not cross into or interfere with territories assigned to other agencies.
13. The C&F/Agent/Super Stockist shall ensure safe custody of goods to prevent damage or theft. In case of damage or transit loss, the Company will issue a credit note based on a satisfactory report. All products must be sold within the expiry period. The Principal must be notified at least two (02) months prior to the product's expiry date. Only upon such timely intimation shall the Principal accept the return of goods and provide an exchange or replacement, as applicable.
14. The Company will dispatch materials to the C&F/Agent/Super Stockist within **15 days** of receiving a purchase order on letterhead.
15. The C&F/Agent/Super Stockist will bear godown rent, loading/unloading charges, courier, phone, fax charges, and all other incidental charges.
16. In case of termination, the security deposit cheques will be returned after clearing all accounts. No goods in stock will be taken back at settlement. All claims must be settled within **30 days** of contract termination or notice.
17. Any disputes arising between the parties shall be subject to **Siliguri jurisdiction only**.
18. The Company will be responsible for delivering the goods up to the C&F/Agent/Super Stockist's **godown**.  
Once the goods are delivered to the godown, the **C&F/Agent/Super Stockist will be solely responsible** for their custody, safety, and any loss or damage thereafter.
19. The Principal shall bear and provide all applicable transportation charges for the movement of goods from the C&F/Agent/Super Stockist's godown to the designated Distributor locations.
20. All information pertaining to the C&F, Agent, or Super Stockist—including but not limited to sales, purchases, stock records, and any related operational data—shall be maintained exclusively through the software systems provided by the Principal. The use of any alternative platform or method for maintaining such records shall not be permitted without the prior written approval of the Principal.



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**Authorized Signatory**

**C&F/Agent/Super Stockist**

**Authorized Signatory**

**Our Pasand**

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