



## SPICES BOARD

(Ministry of Commerce & Industry Govt. of India)  
Sugandha Bhavan  
N.H.By-pass  
P.B.No. 2277  
Palarivattom P.O.  
Kochi - 682 025, India



## स्पाइसेस बोर्ड

(वाणिज्य एवं उद्योग मंत्रालय, भारत सरकार)  
सुगन्ध भवन  
एन.एच.बाईपास  
पी. बी. नं. 2277  
पालारिवट्टम पी.ओ.  
कोच्ची - 682 025, भारत

No.MKT-AUC/NSWS/02/2022

Dated 26.12.2022

### CIRCULAR

Sub : Online Issuance of Auctioneer License as per the Cardamom (Licensing and Marketing) Rules 1987 – Onboarding into National Single Window System (NSWS).

-----

Government of India, as a part of facilitating ease of doing business, has implemented a National Single Window System (NSWS) that will allow stakeholders to identify and apply for various approvals required for doing business in India. The National Single Window System (NSWS) is a digital platform to guide the stakeholders in identifying and applying for approvals according to their business requirements.

Spices Board has onboarded the issuance of Cardamom Auctioneer License for small and large cardamom to NSWS thereby facilitating ease of doing Business. National Single Window System (NSWS) can be accessed at <https://www.nsws.gov.in/>.

Any applicant may submit application in NSWS Portal during the block period for issuance. The License is valid for a block period of three years and for the current block period upto 31<sup>st</sup> August 2023. The license is issued for conducting e-auction for small cardamom at Spices Board's e-auction centres at Puttady in Kerala and Bodinaykannur in Tamil Nadu, manual auction for small cardamom in other than states of Kerala and Tamil Nadu and manual auction for large cardamom.

Those who are having valid auctioneer license shall renew the license on or before 30<sup>th</sup> June of the year in which the license expires by applying through the NSWS Portal.

All the stakeholders who wish to obtain Cardamom Auctioneer License are requested to make use of NSWS for submission of their online applications. The present system of receipt of physical application will be discarded. Before proceeding to file online application for Cardamom Auctioneer License, all are advised to read the user manual for registration in NSWS may be referred in the link <https://www.nsws.gov.in/portal/user-guide> , user manual of filing application for Cardamom Auctioneer License (**Annex I**) ; user guidelines for auctioneer licence (**Annex II**), terms and conditions of Auctioneer licence (**Annex III**) issued in the portal.

The application fee shall be made through the Payment Gateway of NSWS. The applicable transaction bank charges will be extra and shall be borne by the applicant.

The submission of application is not a guarantee for awarding the License. License will be awarded subject to the verification of the application and documents (please refer the link <https://www.nsws.gov.in/portal/approvaldetails/spices-board-cardamom-auctioneer-license-e->

auctioneer) and fulfillment of the criteria fixed for awarding the license. Applications found incomplete are liable to be rejected and no correspondence will be entertained in this regard. Failure to furnish complete information as mentioned in the guidelines, documents or submission of a proposal not substantially responsive to the guidelines and required documents in every respect will be at the risk of the applicant and may result in rejection of the application. This notice is not an offer and is issued with no commitment. By submitting an application each applicant shall be deemed to acknowledge that it has carefully read the Guidelines and annexure thereto, if any, and has fully informed itself as to all existing conditions and limitations. The selection of the applicants will be in accordance with the norms set out in the Guidelines.

The decision of the Spices Board regarding the award of the auction license shall be final and binding. The Board reserves the right to amend or modify any of the eligibility conditions or reject the applications without assigning any reason or may call fresh application without assigning any reason whatsoever, if it appears appropriate in the public interest.

A handwritten signature in blue ink, consisting of a large, stylized initial 'B' followed by a series of loops and a horizontal line at the end.

Director (Mktg)

**GUIDELINES FOR ISSUE OF AUCTIONEER LICENCE**

The following are the Guidelines for the issue of Auctioneer License in accordance with the Cardamom (Licensing & Marketing) Rules 1987 and subsequent amendments till date.

1. The Board has established e-auction centers for Small cardamom at Puttady, Kerala and Bodinayakanur, Tamil Nadu. License for e-auction will be issued only to conduct e-auction at these centers.
2. Manual auction centre for small cardamom can be established anywhere in India other than in the States of Kerala and Tamil Nadu.
3. Manual auction centre for Large cardamom can be established anywhere in India.
4. Separate License shall be necessary for an auctioneer in respect of manual auction for each centre if he desires to conduct in more than one centre.
5. It is the responsibility of the Auctioneer to set up the facility for conducting manual auction as per the guidelines of Spices Board.
6. The applicant shall be registered under Companies Act, 1956 or Multi- State Cooperative Societies Act, 2002 or the Indian Partnership Act, 1932, or under the Societies Registration Act 1860.
7. The selected applicant for e-auctioneer License shall provide a security deposit in the form of the Bank Guarantee prescribed, so as to safeguard the cardamom farmers against any default in payment. The Bank Guarantee shall be from a Nationalized Bank or any Bank approved by the Government.
8. Bank Guarantee is not applicable for awarding Manual Auctioneer License.
9. Upon completion of scrutiny, the Board will inform the eligible applicant, to submit Security Deposit in the form of Bank Guarantee for the prescribed amount during the license period, before issue of the license.

\* \* \* \* \*

**GENERAL TERMS & CONDITIONS****1. Fee for issue of Auctioneer License**

<b>Manual Auction / E-auction</b>	<b>Issue / Renewal / Amendment</b>	<b>Fee (Rs.)</b>	<b>GST (18%) Rs.</b>	<b>Total (Rs.)</b>
Manual Auction License	Issue / Renewal	15,000/-	2,700/-	17,700/-
	Amendment	5,000/-	900/-	5,900/-
E-Auction License	Issue / Renewal	1,00,000/-	18,000/-	1,18,000/-
	Amendment	5,000/-	900/-	5,900

**2.** For conducting e-auction using Board's common facility, an auctioneer has to pay a user fee of Rs.480/- per ton of cardamom sold in an auction plus GST @ 18%, which would be subject to revision by the Board from time to time.

**3.** No Manual auctioneer license will be issued in a State where the Board has established common e-auction centers.

**4.** The auctioneer shall pay the growers, whose cardamom is pooled, the applicable sale value of the cardamom sold in an auction within 10 working days from the date of auction. If the auctioneer defaults to make payment as per the terms and conditions of the License, the Board will be entitled to invoke the Bank Guarantee and use the proceeds for arranging settlement of amount due to growers and to initiate steps for suspension and / or cancellation of the License.

**5.** In the case of manual auction, if the auctioneer defaults to make payment as per the terms and conditions of the License, the Board will initiate steps against the Auctioneer including suspension and/or cancellation of the License.

**6.** The auctioneer has to provide the required facility to the satisfaction of the Board for pooling the cardamom in places convenient to the farmers. In such pooling centers, the auctioneers shall provide electronic weighing machines and moisture meters which should be readily available for inspection by any officer of the Board.

**7.** The auctioneer shall conduct the auction at a place and on a day and time specified by the Board. If the auctioneer wishes to cancel / is not able to conduct an auction as scheduled by the Board, the same shall be informed to the Board promptly in writing with valid reasons to the satisfaction of the Board. Any cancellation/non conduct of the auction shall be only with the prior approval of the Board.

**8.** The auctioneer shall draw 1500 grams out of each lot of (the quantity of cardamom pooled for auction as desired by the farmer), of cardamom offered for pooling and the quantity of sample drawn should be recorded in the Crop Slip issued to the person whose cardamom is pooled. Out of the sample

drawn, 100 grams will be set aside as purchaser sample and 50 grams will be put on display at the auction center. The remaining 1350 grams of Cardamom can be used by the auctioneer for distributing as samples during the bidding process of the said lot. The auctioneer shall refund to the person who pooled the cardamom, the value of 1350 grams of cardamom used for distribution in the auction. Therefore, the total amount payable by the auctioneer to the person who pooled the cardamom shall be the sum of the sample refund value and the value for which the lot has been sold in an auction after deducting the eligible 1% commission on the total amount.

**9.** As the e-auction is cloud based, two sets of samples as mentioned in the SI no (8) are collected to facilitate the conduct of auction simultaneously in both the e-auction centres at Bodinayakanur and Puttady.

**10.** No additional charges other than one percent commission can be deducted from the person who pooled the cardamom in any name be it wastage, weight loss, charity etc. If an auctioneer is found to have collected any additional charges other than the one percent commission, action will be initiated by the Board including suspension /cancellation of License.

**11.** The auctioneer shall ensure that the cardamom pooled in an auction is free from any adulteration, contamination and artificial coloring.

**12.** The Board is conducting Special e-auction for tested cardamom on fourth Saturday in every month. The auctioneers who are willing to conduct special e-auction shall inform the Board accordingly and conduct the special e-auction as per the procedures issued by the Board.

**13.** If the auctioneer violates the terms and condition of the License/instructions of Spices Board, the Board will take necessary steps, against the Auctioneer, including but not limited to, suspension and/or cancellation of the License.

**14.** The Auctioneer shall adhere to the terms and conditions / instructions of the Board issued from time to time for smooth and efficient conduct of cardamom auction.

\* \* \* \* \*