

**Consulate General of India
New York**

Tender Notice: Creation of Hand Book for Indian Exporters (SMEs)

The Consulate General of India, 3 East 64 Street, New York, NY 10065 invites quotations for creating a 'Hand Book for Indian Exporters' (SMEs) to further/facilitate their Indian exports to US markets through existing E-Commerce Sites in USA or by creating E-Commerce site themselves.

The Hand Book should include amongst other information, the following operational considerations that need to be accounted for:

- i) Matters concerning compliance of E-Commerce Business laws in USA eg. Collection of sales tax online, International online sales, Human resources, Insurance, Privacy Law, Digital rights/ Copyrights etc.
- ii) Trends in US E-Commerce Market
- iii) List of major market places, as comprehensive as possible
- iv) Setting up of their own US website if felt appropriate and modes of Online payment
- v) Opening a Merchant Account in USA and acceptable Credit Card payment options
- vi) Tax considerations
- vii) Marketplace Fairness Act and its implications
- viii) Sales Tax related issues
- ix) Shipping and returns
- x) List of E-Commerce Specialists

Interested parties are welcome to contact the Consulate to assess the scope of the work before submission of their quotes on any working day until January 31, 2017 between 09:00 hrs and 17:30 hrs

All Interested companies may e-mail their quotes at commerce@indiacgny.org or send by post to the following address:

Commercial Wing
Consulate General of India
3 East 64 Street
New York, NY 10065

Last date of submission of quotes is February 02, 2017.

The Consulate General of India, New York reserves the right to reject any or all quotations without assigning any specific reason.