

SOP FOR AUCTION

S. No.	Action to be initiated	Timeline
1	CONCOR to prepare a list of uncleared and unclaimed cargo lying in the terminal for more than 30 days	Immediate
2	Notice to be sent to Shipping line requesting for address of the importer/ consignee if the same is not available.	Immediate
3	Shipping Line to send the reply	07 days
4	Customs to furnish details of shipments not to be included in auction process	10 days
5	CONCOR to issue a notice to the importer advising him to clear the goods	10 days
6	CONCOR to prepare detailed inventory for shipments to be put up for auction	20 days
7	CONCOR to seek NOC from Customs after preparing the inventory list	07days
8	(i) Customs to examine the list and intimate to CONCOR the shipments which can be taken up for auction.	15 days
	(ii) Customs to communicate deficiencies in the inventory list prepared by CONCOR.	
	(iii) Customs to identify requirements for NOC from FSSAI, Drug controller, BIS etc. and intimate to CONCOR.	Immediate
	(iv) In case of chemical analysis is to be conducted, testing fee and other charges to be paid directly to agency by CONCOR.	
9	Test report to be submitted by the agency (if required)	15 days
10	NOC to be given by "Customs after receipt of test report	Immediate
11(i)	Wherein the samples are not fit for consumption/usage, Customs to inform CONCOR about the need for destruction of the same.	Prior 15 days notice
(ii)	The date of proposed destruction to be intimated to Customs	
12	Value of the shipment included in the auction list to be fixed by a panel of Govt. approved valuers appointed by CONCOR	07 days
13	Auction proceedings to be taken up after assessment of value of such shipments	Immediate
14(i)	CONCOR to conduct auction in respect of cargo which fall into the category of landed-more-than- one-year without reference to Customs.	Immediate
(ii)	Requisite NOC to be obtained even in respect of such cargo	
15	CONCOR to file consolidated bill of entry buyer-wise after the successful auction and the intimation to successful bidder	Immediate
16	Customs to assess goods to duty after filing of bill of entry	Within 15 days
17	Auctioned goods to be handed over to the successful bidder after assessment and out-of-charge given by proper Officer and payment of dues to CONCOR	Immediate.
18	EMD refund to unsuccessful bidder	07 days

Note :

- * Consignment for which unconditional NOC is issued by Customs will be taken up for auction by e-auction through MSTC
- ** One auction per month will be conducted.
- *** The entire process of auction is to be completed within 180 days of the commencement of auction process.