



TRAINAIR
PLUS

भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
ISO9001:2008 CERTIFIED

Ref: AAI/ CATC/SAU/2019-20/ GST Consul/

Date: 08.07.2019

REQUEST FOR PROPOSAL

Request for proposal is required from firms of Chartered Accountant practising in Allahabad to act as **Consultant on Goods and Service Tax Act** of Civil Aviation Training College, Allahabad as per **schedule** attached.

The requirement of Quotation:

1. Self attested copy of Certificate of Practice.
2. Self attested copy of Pan No of the Firm
3. Self attested copy of GST Registration No. of the Firm, if applicable.

General Scope of Works:

1. Compilation of GST data including review and verification, in the requisite format of Form GSTR-3B and GSTR-1 of CATC and CAT, Allahabad and any other format as notified by Govt. of India, from time to time and send to CATC, Allahabad within 3 days of receiving the GST report from CATC, Allahabad.
2. Reconciliation of ITC with GSTR – 2.

Payment Terms:

1. The period of the agreement will be 2 years and can be extended by one more year, subject to satisfaction of the work and with mutual agreement.
2. If the work is not done to the satisfaction of CATC, the work may be rescinded with the approval of the competent authority.
3. If any penalty is imposed due to the fault of consultant, it shall be borne by the consultant.
4. The party will raise the bills on a quarterly basis for the services rendered.
5. Payment will be released within 15 days of submitting the bill and after deducting any TDS, if applicable, at the applicable rate, and after the completion of the work.
6. CATC will try to send the GST report to the consultant by 5 of the next month.
7. Payment would be made after due acceptance and deposit of tax, and acceptance of the report at the portal to be filed by SAU, Lucknow.

However, post selection of a consultant, if the scope of work increases than fees payable can be renegotiated.
Please quote GST % and HSN code in the schedule.

(Manish Gupta)
Asstt. G. M. (Finance)
On behalf of Principal, CATC.
Civil Aviation Training College
Allahabad - 211012



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Schedule

PAN NO:

GSTN NO:

S. No	Description	Quantity	Amount(excl. GST)
1	Compilation of GST data in the requisite format of Form GSTR-3B and GSTR-1 of CATC and CAT, Allahabad and any other format as notified by Govt. of India.	1 (monthly)	
2	Reconciliation of ITC available to CATC and CAT, Allahabad with GSTR - 2	1 (monthly)	
3	Applicable GST Rate % and HSN Code	----	-----

The above proposal in above format may be sent to Asstt. G. M. (Fin), Civil Aviation Training College, Bamrauli Allahabad - 211012 latest by 23.07.2019 till 1500 hrs in a separate sealed envelope.