

DETAILED NOTICE INVITING TENDER (DNIT).

O/o The Chief General Manager Telecom
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BHARAT SANCHAR NIGAM LIMITED
(A Govt. of India Enterprise)

Maharashtra Telecom Circle

EOI NO. CGM-MHTC/CPC/EOI/TAX CONSULTANCY/2018-19/14

Date : 26/09/2018

Digitally Sealed Expression of Interest (EOI) is invited by Chief General Manager, MH Telecom Circle, BSNL Mumbai- 400054 for hiring of Tax consultancy services on Filing an Appeals and Representing on behalf of BSNL MH Circle regarding filing Appeals in respect of Order-in-Originals and Show-Cause Notices issued by CGST Commissioners and MVAT Audit and Assessment for the F.Y. 2015-16 from the prospective Chartered Accountants as per eligibility conditions in the bid documents and who have working office at Mumbai for providing the TAX consultancy service in respect of items shown in Section – III for a period of One year from the following month of agreement. Details furnished below:-

Sl No.	Item/Work	Estimated Quantity	Tender Fee (in Rs.)	Amount of Bid Security (in Rs.) valid for 180 days from the date of opening of the tender @ 2.5%	Last Date & Time for on line submission of bid	Date & Time of Opening of Tender Offer
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Consultancy Service per case/Appeal till final judgement and MVAT Audit for F.Y 2015-16	As per Section-3 Part-A (Scope of Work)	Rs.500+ GST@18% =i.e.500+90 = Rs. 590/-	37,500/-	17/10/2018 upto 12:00 Hrs.	18/10/2018 at 12:00 Hrs.
2	MVAT Audit and Assessment for the F.Y 2015-16					

Note-1: The expenditure stated above are estimated and BSNL reserves the right to vary the quantity to any extent during the currency of the contract without any change in unit price or other terms & conditions (Ref Clause 25.1 of Section-4 Part-A).

Note-2: BSNL intends to limit the number of successful bidders for award of contract to ONE (L1) only.

Note-3: The Contract shall be valid for ONE year as per Clause-1 of Section-5 Part-C and may be extended for further One year as per Clause-3 of Section-5 Part-C.

Note-4: Evaluation of Tender shall be done on **PACKAGE basis** only.

2.0 Purchase of Tender Document: Tender document for participating in E-tender shall be available for downloading from e-tender portal www.eprocure.gov.in/eprocure/app with **Tender ID: 2018_BSNL_386756_1**.

2.1. The bidders downloading the tender document are required to submit the tender fee amount through DD/Banker's Cheque along with their tender bid, failing which the tender bid shall be left archived unopened/rejected. The DD / banker's Cheque shall be drawn from any Nationalized / Scheduled Bank in favour of "**AO (F&A), BSNL**" and payable at "**Mumbai**".

2.2 The tender documents shall be issued free of cost to MSE bidders on production of requisite proof in respect of valid certification from MSME for the tendered item. **MSME bidders shall have to produce proof of registration on CPPP with UAM number, The bidders who fail to submit UAM number will not be able to avail the benefits available to 'Micro' and 'Small' Enterprises as contained in Public Procurement Policy for MSE Order, 2012 issued by MSME.**

3.0 Availability of tender Document: The tender document shall be available for downloading from **14.00 hrs. of 27/09/2018** onwards upto **12.00 hrs. of 17.10.2018** on all working days of this office.

3.1 Since Tenders are invited through e-tendering process, physical copy of the tender document

would not be
available for sale.

3.2 Not applicable being e-Tender.

Note 3: The tender document shall not be available for download on its submission / closing date.

4. Eligibility Criteria:

4.1 For providing consultancy services for MVAT, CST, WCT and Service Tax availing input credit and CENVAT and GST Audit, conditions are prescribed in the bid documents. The procedures and contract terms include :

- (i) Cost of Bid document in form of DD.
- (ii) Cost of EMD towards Bid security in form of DD.
- (iii) Proof of empanelment with ICAI / ICMAI.
- (iv) Experience certificate of minimum 5 years for providing similar services Issued by Central/ State Govt. Organisation/ Department/PSU/ Nationalized
- (v) Copy of PAN card.
- (vi) Service Tax registration particulars
- (vii) Power of Attorney.
- (viii) Certificate regarding near relative.
- (ix) Copy of Memorandum of Association and Articles of Association in the case of Company and a copy of partnership deed in the case of partnership.
- (x) In case of Tax Practitioner, certificate of enlisted with commercial Tax authority of MAHARASHTRA State and Service Tax authority .

For this, the bidder should be :

- (a) A Chartered Accountant within the meaning of the Chartered Accountant Act 1949 and includes who by virtue of the provisions of sub- section (2) of section 226 of the Companies Act 1956, is entitled to be appointed as to act as an auditor of companies.

AND

- (b) a legal practitioner or Sales, VAT ,WCT practitioner, Service Tax practitioners whose name is entered in the list maintained by the Commissioner of Commercial Tax / Commissioner of Central Excise and Service Tax in accordance with the provisions of relevant Tax Regime.

OR

- a) a Cost Accountant within the meaning of the Cost and Works Accountants Act 1959.

AND

- b) a legal practitioner or Sales, VAT ,WCT practitioner, Service Tax practitioners whose name is entered in the list maintained by the Commissioner of Commercial Tax / Commissioner of Central Excise and Service Tax in accordance with the provisions of relevant Tax Regime.

4.2 Bidder should have experience of at least five years in VAT, CST, WCT, Service Tax related service and Audit work.

4.3 The Firm should possess following eligibility conditions as on 1st April 2018 :-

Sl. No.	Particulars	Documents to be submitted for proof (alongwith Technical Bid).
i	The Firm should be either Chartered Accountants (Proprietor/Partnership/Limited Liability partnership)	Latest Constitution certificate issued by the institute of Chartered Accountants of India / Cost Accountants of India
ii	The Firm should be in existence for at least 5 years	
iii	There should be single Proprietor or at least 2 partners and total strength qualified persons (Partners + Assistant	Latest Constitution certificate issued by the institute of Chartered Accountants of India / Cost

	with Legal qualification) should not be less than 8 years of experience.	Accountants of India and declaration of the firm in case of Assistants are Cost Accountants and assistants with legal qualification
iv	The Individual Proprietor/Firm of any of its partners should not be associated with BSNL in any professional capacity.	Self-declaration by the firm on Company's letterhead.
v	The Firm should have Audit/ Tax consultants experience of atleast 5 years.	Satisfactory performance certificate alongwith turnover certificate/ balance sheet from the firm where bidder has experience. Satisfactory performance certificate may be provided in proforma available at Section-7(L).
vi	The Firm should have Internal Audit/ Statutory Audit /Tax consultancy experience of public sector undertaking(S)/ Telecommunication company (i.e) having turnover of Rs.100 crore or more for atleast two years, out of the last 5 years.	
vii	The turnover of the Firm for the past Three consecutive years (i.e) 2015-16, 2016-17 & 2017-18 should not be less than Rs. 10 Lakhs per annum	Sufficient documentary proofs like audited P&L A/c, ITR, etc.

- a. The bidder should have valid PAN No. in the name of the Firm.
- b. The bidder should also have :-
 - (i) Valid Goods and Services Tax Registration Certificate No. OR mention as unregistered dealer. Proof for having applied for GST Registration Certificate will be accepted provided that bidder submits valid GST Registration Certificate before opening of Financial Bids.
 - (ii) A self-declaration along with the evidence that the bidder is not blacklisted by GST authorities.
 - (iii) In case of multiple GST numbers, all the numbers shall be provided in format at Section-8.
 - (iv) Copy of Memorandum of Association and Articles of Association - in the case of Company; OR a copy of Partnership Deed - in the case of partnership; OR Shop & Establishment License Certificate – in the case of Proprietorships.
 - (v) In case of Tax Practioner, certificate of enlistment with commercial Tax authority of Maharashtra State and Service Tax authority.
 - (vi) Proof of empanelment with ICAI / ICAI.
 - (vii) Experience certificate of minimum 5 years for providing similar services issued by Central/ State Govt. Organisation/ Department/PSU/ Nationalized Banks /Large enlisted organisations {proforma of Experience certificate available at Section-7(K)}.
 - (viii) Valid ESI/EPF Registration Certificate, if applicable.

4.4 The bidder shall submit all necessary documentary proof showing that they meet eligibility criteria along with their tender bid. All documents submitted will also be self -attested by the bidder.

5. Bid Security / EMD:

5.1 The details of EMD/Bid Security to be furnished by the bidders is mentioned in Col. 6 of the above Table.

The bidder shall furnish the Bid Security/EMD in one of the following ways:-

- a) Demand Draft/ Banker's Cheque drawn in favour of "**AO (F&A), BSNL**" payable at Mumbai either separately for each item/package or total for all no. of items/packages participated and has to be submitted offline.
- b) Bank Guarantee from a Scheduled bank (as per the Format given in Section-7 Part A on prescribed non-Judicial paper with stamp of proper value) drawn in favour of the "**AGM (CPC-D), O/o CGM, MH Telecom Circle, BSNL Administrative Building, 1st floor D wing, Juhu Road, Santacruz (W), Mumbai-54**", which should be valid for 180 days from the tender opening date either separately for each item/ package or total for all no. of items/ packages

participated.

5.2 The MSE units shall be exempted from submission of Bid Security deposit & Tender Fee on production of requisite proof in respect of valid certification from MSME for the tendered item. **MSE bidders shall have to produce proof of registration on CPPP with UAM number. The bidders who fail to submit UAM number will not be able to avail the benefits available to 'Micro' and 'Small' Enterprises as contained in Public Procurement Policy for MSE Order, 2012 issued by MSME.**

6. **Date & Time of Online Submission of Tender bids: On or before 1200 Hrs of 17.10.2018.**

Note 4:- In case the date of submission (opening) of bid is declared to be a holiday, the date of submission (opening) of bid will get shifted automatically to next working day at the same scheduled time. Any change in bid opening date due to any other unavoidable reason will be intimated to all the bidders through e-Procure website.

7. **On line Opening of Tender Bids: After 12.00 Hours 18.10.2018**

8. Place of opening of Tender bids:

8.1 The e-tender shall be opened through 'Central Public Procurement Portal' (CPPP) Online by BSNL's Tender Opening Officers; the authorized representatives of bidders can also attend the Online Tender Opening Event (TOE). Kindly refer Section-4 Part C of Tender document for further instructions.

8.2 The authorized representatives of bidders (i.e. Vendor organization) can attend the TOE in AGM (CPC-I) chamber of 1st Floor D Wing, O/o CGM MHTC, BSNL, Maharashtra Circle, Administrative Bldg, First Floor, D wing, Juhu Tara Road, Santacruz West, Mumbai-400054, where BSNL's Tender Opening Officers would be conducting the Online Tender Opening Event TOE).

9. Tender bids received after due time & date will not be accepted.

10. Incomplete, ambiguous, Conditional, unsealed tender bids are liable to be rejected.

11. CGM, BSNL, Maharashtra Circle reserves the right to accept or reject any or all tender bids without assigning any reason. He is not bound to accept the lowest tender.

12. **Pre-Bid Meeting:**

Pre-bid Vendor conference shall be held at the Conference Hall, O/o the Chief General Manager, Maharashtra Telecom Circle, 2nd Floor, C-wing, BSNL, Admin Building, Juhu Road, Santacruz (W), Mumbai – 400054 at **11:00 hrs of 03/10/2018 (Wednesday)**. Any changes in date & venue shall be communicated through E-tender portal: **www.eprocure.gov.in**.

Note -5: - All documents submitted in the bid offer should be preferably in English. In case the certificate viz. experience, registration etc. is issued in any other language other than English, the bidder shall attach an English translation of the same duly attested by the bidder & the translator to be true copy in addition to the relevant certificate

Note – 6: All computer generated documents should be duly signed/attested by the issuing bidder / Vendor Organization.