



सैन्ट्रल रेलसाइड वेअरहाउस कम्पनी लिमिटेड  
(भारत सरकार का उद्यम)  
आईएसओ 9001:2008 प्रमाणित कम्पनी  
**CENTRAL RAILSIDE WAREHOUSE COMPANY LIMITED**  
(A Govt. of India Enterprise)  
An ISO 9001:2008 Certified Company  
सीआईएन : यू63023डीएल2007पीएलसी165676  
CIN:U63023DL2007PLC165676



मिनी रत्न  
Mini Ratna PSU



CRWC/GST/18-19/१५४

Dated : 27.7.2018

**Notice inviting Bids for Engagement of Consultant for Goods & Service Tax**

Central Railside Warehouse Company Limited (CRWC), a Central Public Sector Enterprise, Ministry of Consumer Affairs, Food & Public Distribution, Deptt. of Food & Public Distribution invites bids for Engagement of Consultant for Goods & Service Tax from Chartered Accountant Firms/Cost Accountant Firms.

At present the company is having 19 Railside Warehouses (RWC) PAN India basis and is having GST registration in 12 states. Accounting and GST compliance are done on centralized basis at Corporate Office, CRWC at New Delhi.

**1. Scope of work**

**(I) General**

- Put in place necessary checks to ensure integrity of data being received at centralized platform.
- Guidance/advises for developing necessary tools for review, monitoring, reporting and compliance with reports required in GST regime.
- To continuously review the existing systems and software of the company for ensuring compliance with GST requirements.
- To assist in preparation/review and verification and filing of periodical GST returns.
- To advise the company on all issues related to GST as covered in GST.

**(II) GST Registration**

Obtaining Registration under GST Rules for newly created Divisions/Terminals, if any.

**(III) GST Audit**

Attending GST Audits and Compliance of GST Audit queries and appearing before GST authorities for appeal proceedings and other related matters.

**2. Other terms & conditions**

- The appointment will be initially for a period of one year extended by another one year on same terms & conditions on satisfactory performance.
- The successful bidder (L-1) is required to furnish a security deposit in the form of Demand Draft of Rs. 75,000/- (Rupees seventy five thousand) issued by any Nationalised/Scheduled bank in favour of Central Railside Warehouse Company Limited payable at New Delhi within 10 days of award of assignment. Security Deposit will be refunded on successful completion of the assignment.

पंजीकृत एवं कॉर्पोरेट कार्यालय: भूतल प्रगति मैदान मेट्रो स्टेशन बिल्डिंग, नई दिल्ली-110001, दूरभाष: 011-23480120, फैक्स: 011-23379434

Reg. & Corp. Office: Ground Floor, Pragati Maidan Metro Station Building, New Delhi-110001, Ph. 011-23480120 (PBX), Fax: 011-23379434  
Website: www.crwco.in



सैन्ट्रल रेलसाइड वेअरहाउस कम्पनी लिमिटेड  
(भारत सरकार का उद्यम)  
आईएसओ 9001:2008 प्रमाणित कम्पनी  
**CENTRAL RAILSIDE WAREHOUSE COMPANY LIMITED**  
(A Govt. of India Enterprise)  
An ISO 9001:2008 Certified Company  
सीआईएन : यू63023डीएल2007पीएलसी165676  
CIN:U63023DL2007PLC165676



मिनी रत्न  
Mini Ratna PSU



- (c) The firm if engaged will have to depute one qualified Chartered Accountant/Cost Accountant at CRWC Corporate Office for a minimum period of 2 days every week for smooth compliance of GST provisions.
- (d) The Competent Authority reserves the right to accept or reject any quotes or the cancel the entire process.
- (e) In case of any dispute arising during execution of contract, an amicable solution may be arrived at with discussion and reconciliation. However, in case of any dispute remaining unresolved, decision of Managing Director, CRWC will be final and binding on both the parties to the contract.
- (f) In case the performance is not found to be satisfactory, assignment awarded may be terminated by CRWC at any time without giving any notice.

### 3. Eligibility Criteria

Chartered Accountant Firms /Practicing Cost Accountants Firms who have experience of retainer ship for a minimum period of six months in GST related matters with any Public Sector Undertaking (PSU) of Govt. of India.

### 4. Instructions for submitting tender Curriculum Vitae

- (a) Interested Chartered Accountant Firms/Cost Accountant Firms are required to furnish their proposals in the following manner:-

#### ➤ Technical Bid

Envelope containing Technical bid should consist of the following documents:

- Experience Certificate of retainer ship with any Public Sector Undertaking of Govt. of India for a minimum period of 6 months.
- Curriculum Vitae (CV) of qualified Chartered Accountant/Cost Accountant having experience of GST related work to be deputed at Corporate Office of CRWC for a minimum period of 2 days every week
- Copy of Registration Certificate of the Chartered Accountant Firm/Cost Accountant Firm submitting the tender.

The envelope should be sealed and super scribed with “**Technical Bid for engagement of Consultant for Goods & Service Tax**”.

#### ➤ Price Bid

- Envelope containing price bid is to be furnished as per the format enclosed as Annexure-A.

The envelope should be sealed and super scribed with “**Price Bid for engagement of Consultant for Goods & Service Tax**”.

पंजीकृत एवं कॉर्पोरेट कार्यालय: भूतल प्रगति मैदान मेट्रो स्टेशन बिल्डिंग, नई दिल्ली-110001, दूरभाष: 011-23480120, फैक्स: 011-23379434

Reg. & Corp. Office: Ground Floor, Pragati Maidan Metro Station Building, New Delhi-110001, Ph. 011-23480120 (PBX), Fax: 011-23379434  
Website: www.crowc.in



सैन्ट्रल रेलसाइड वेअरहाउस कम्पनी लिमिटेड  
(भारत सरकार का उद्यम)  
आईएसओ 9001:2008 प्रमाणित कम्पनी  
**CENTRAL RAILSIDE WAREHOUSE COMPANY LIMITED**  
(A Govt. of India Enterprise)  
An ISO 9001:2008 Certified Company  
सीआईएन : यू63023डीएल2007पीएलसी165676  
CIN:U63023DL2007PLC165676



मिनी रत्न  
Mini Ratna PSU



Both envelopes (Technical Bid and Financial Bid) are to be placed in Master Envelope. Master envelope to be sealed, addressed to DGM(F&A), Central Railside Warehouse Company Limited, Ground Floor, Pragati Maidan, Metro Station Building, New Delhi-110001 and to be super scribed with “**Submission of bid for engagement of Consultant for Goods & Service Tax**”. Bid may also be dropped in the drop box provided at Central Railside Warehouse Company Limited, Ground Floor, Pragati Maidan, Metro Station Building, New Delhi-110001 as per the schedule mentioned below.

(b) **Schedule**

Due date of Bid submission – 13.08.2018 by 3.00 pm

Due date of opening of Technical Bid-13.08.2018 at 3.30 pm

Date of opening of Price Bid will be intimated to the technically qualified bidders separately.

- (c) Bids not accompanying with the requisite documents/not complying with the instructions as mentioned are liable to be summarily rejected.
- (d) CRWC reserves the right to seek clarification/documents at the time of technically evaluation and the same will be at the discretion of the Technical Evaluation Committee. In this regard, decision of Technical Evaluation Committee will be full & final.
- (e) In case of any query, prospective bidders may contact DM(F&A), Direct Contact No.011-23480172.

*Kavita Kathuria*

(Kavita Kathuria)  
DGM(F&A)

पंजीकृत एवं कॉर्पोरेट कार्यालय: भूतल प्रगति मैदान मेट्रो स्टेशन बिल्डिंग, नई दिल्ली-110001, दूरभाष: 011-23480120, फैक्स: 011-23379434

Reg. & Corp. Office: Ground Floor, Pragati Maidan Metro Station Building, New Delhi-110001, Ph. 011-23480120 (PBX), Fax: 011-23379434  
Website: www.crw.c.in

**Annexure-A**

**SUB : Engagement of Consultant for Goods & Service Tax**

**Price Bid-**

**(PER MONTH)**

Price Quoted for Engagement of Consultant for Goods & Service Tax	Amount in Digits	Rs. _____
	Amount in words	Rs. _____
	*(excluding GST)	

**Signature of Authorised Signatory**

**Stamp & Name of the Firm**