

**Retender of e-NIT No.01****DATED: 16.09.2020**

Online bids (e-tender) under two cover system Cover-I Technical bid and Cover-II Financial bid are invited on behalf of Managing Director JKPDC Ltd (A public sector enterprise of the Government of India), under secure e-procurement procedure from eligible Domestic Chartered Accountancy registered with the Institute of Chartered Accountants of India (ICAI) and possess the permanent account number (PAN) under Income Tax for **"Hiring of Tax Consultant "**on open tender basis.

1. The complete bid/quotation document can be viewed and downloaded from Public Procurement Portal <https://www.jktenders.gov.in>
2. The bid online is to be submitted on <https://www.jktenders.gov.in> up to bid submission closing date and time of tender. The brief details of the tender are tabulated as under:

S.No	Item	Description
I)	Publishing Date & Time	10.10.2020
II)	Document Download Date & Time	10.10.2020
III)	Mode of tendering	e-Procurement System <a href="https://www.jktenders.gov.in">https://www.jktenders.gov.in</a>
Iv)	Online bid submission start date & Time	10.10.2020
V)	Online Bid Closing date & Time	19.10.2020 at 1400 Hrs.
vi)	Last date & time of submission of offline supporting documents in sealed envelopes in the office General Manager Accounts JKPDC Corporate Office Srinagar.	19.10.2020 at 1600 Hrs.
Vii)	Online Bid opening date & Time (Cover-I)	20.10.2020 at 1200 Hrs.
VIII)	Price bid opening Date & Time (Cover-II)	To be intimated separately to the bidders whose technical bid shall be found responsive
IX)	Place of opening quotation	General Manager Accounts JKPDC Corporate Office Srinagar
X)	Bid Validity	120 days

All other terms / conditions /eligibility can be seen in the office of General Manager Accounts JKPDC Corporate Office Srinagar or from the website [www.jktender.gov.in](http://www.jktender.gov.in).

For any clarification feel free to contact Mr. Ashaq Hussain Mir-Finance Assistant on 7006680192.

No: - PDC/ACCTS/ 2288-91

Dated: 9-10-2020

General Manager Accounts  
J&K Power Dev Corp.  
Srinagar

**Copy to the:-**

1. Managing Director JKSPDC Srinagar for information.
2. Director Finance Corporate office Srinagar for information.
3. Asstt. Manager IT management for uploading the quotation on JKSPDC website.
4. Joint Director information Department Srinagar with a request for its publication in two leading local/national English dailies for wide publicity.

**Signature Not Verified**

Digitally signed by AATU F MUSLIM  
Date: 2020.10.09 12:04:34 IST  
Location: Jammu and Kashmir-JK

## **Introduction**

Power Development in Jammu and Kashmir has a long and distinguished history. 9MW Mohra Hydro-electric Plant, among the first of its kind in the subcontinent, was developed as early as 1905.

The estimated hydro power potential of the state is 20,000 Megawatts (MW), of which about 16475 MW have been identified. This comprises 11283 MW in Chenab basin, 3084 MW in Jhelum basin 500 MW in Ravi Basin & 1608 MW in Indus basin. Out of the identified potential, only 3263.46 MW i.e. approximately 19.80 % (of identified potential) has been exploited so far, consisting of 1211.96 MW in State Sector from 21 power projects, 2009 MW in Central Sector from 7 projects and 42.5 MW in private sector from 4 projects.

These projects are techno-economically viable, besides being eco-friendly and socially beneficial. In order to harness this potential in a sustained manner, the Government of J&K established the Jammu & Kashmir State Power Development Corporation Limited (JKSPDCL) which has been incorporated as Private limited company on 16th February 1995. The Corporation was incorporated to takeover, execute, complete, operate and maintain all power stations and power projects of the State.

## **Terms of reference**

JKPDC Ltd is maintaining its account on Accrual basis following the applicable accounting standards. The accounts of the corporation are prepared as per prescribed and uniform common format formulated by the Govt. of India. Timely attendance of Income tax/Service tax/GST related matters of office of General Manager Accounts JKPDC corporate office Srinagar needs to hire income tax consultant through transparent and fair tendering process for three (03) Financial Years (i.e 2020-21, 2021-22, 2022-23) from experienced Chartered Firms Registered with Institute of Institute of Chartered Accountants of India(ICAI).



## Inviting of e-tender for hiring of Tax consultant.

Online bids (e-tender) under two cover system Cover-I Technical bid and Cover-II Financial bid are invited on behalf of Managing Director JKPDC Ltd (A public sector enterprise of the Government of India), under secure e-procurement procedure from eligible Domestic Chartered Accountancy registered with the Institute of Chartered Accountants of India (ICAI) and possess the permanent account number (PAN) under Income Tax for "Hiring of Income tax consultant for a period of three years (i.e FY 2020-21, 2021-22, and 2022-23) on open tender basis.

1. The complete bid/tender document can be viewed and downloaded from Public Procurement Portal <https://www.jktenders.gov.in>
2. The tender can also be downloaded from official website of JKSPDC <https://www.jkspdc.nic.in>
3. The bid online is to be submitted on <https://www.jktenders.gov.in> up to bid submission closing date and time of tender. The brief details of the tender are tabulated as under:

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Vii)	Online Bid opening date & Time (Cover-I)	20.10.2020 at 1200 Hrs.
VIII)	Price bid opening Date & Time (Cover-II)	To be intimated separately to the bidders whose technical bid shall be found responsive.

Bidders must upload their bids along with scanned copy/receipt of tender fee of **Rs.200/- (Rupees two hundred only)** for the respective service in the shape of Demand Draft (Non-refundable) in favour of General Manager Accounts JKSPDC Srinagar and Earnest

Money/bid security amounting to **Rs.5000/- (Rupees five thousand only)** in shape of CDR from any registered/Nationalized bank pledged to General Manager Accounts JKSPDC Srinagar payable at Srinagar or e-payment to JKPDC to the following account No. by or before date of submission of bids given in the tender document.

Bank: Jammu & Kashmir Bank

Branch: Residency Road Srinagar

Account No. 0005010100005196

Beneficiary: J&K State Power Dev.Corp LTD.

IFSC CODE: JAKA0CHINAR

**Technical Bid:** Interested CA Firms having requisite qualifications may send their application/bid in prescribed format in sealed envelope and super scribed mentioning "invitation of offers for **"Tender regarding hiring of Tax consultant"** so as to reach in the office of General Manager Accounts JKPDC Corporate Office Srinagar near exhibition ground Srinagar-190001 latest by 19-10-2020 at 1600 Hrs.

**Price Bid:** The price bid shall be submitted online through e-tendering portal <https://jktenders.gov.in>

**Time period:**

The Chartered Accountant Firm may be required to provide the desired services for a period of three years i.e. financial year 2020-21, 2021-22, and 2022-2023. Notwithstanding anything contained herein above, JKPDC shall reserves the right to discontinue the services of firm in the event their services are evaluated as unsatisfactory at any time during the period



**Evaluation of Tenders:**

The interested firms shall be requested to go through the above terms and conditions and arrange to submit their tender on the enclosed prescribed format (Annexure A,B, and undertaking) for providing services mentioned in scope of work above on or before 19.10.2020 up to 04:00PM positively. The tenders shall be evaluated by a Committee constituted for the purpose and allotment of work shall be done as per Corporation norms.

**Scope of Work:**

1. Filing of quarterly returns of e-TDS & GST based records of Corporation for aforementioned financial years and generating of TDS certificates on Form No. 16 and Form 16-A.
2. Preparation and filing of replies/corrected statements to the Income Tax Departments in respect of notices/communications received by Corporation irrespective of period to which the notice belongs.
3. Providing opinion on GST, IT & ST in the matters of pertaining to Corporation.
4. To examine any order/communication received from Income Tax department and advice further course of action.
5. To prepare replies /submissions for assessment proceedings, appellate proceedings, and any other income tax, GST, sales tax related proceedings/notices/letters/summons etc. & file appeal CIT(A)/ITAT/High court/Supreme court,



### Terms and conditions.

The tenders of only those firms will be considered which satisfy the following criteria:

1. The contract shall remain valid for 03 financial years starting from F.Y 2020-21.
2. The CA firm should be registered with the Institute of Chartered Accountants of India (ICAI) and possessed with permanent account Number (PAN) under Income Tax.
3. The firm should have been in operation for at least 03 years after its Registration and should have experience in Filing of e-TDS return (income tax), (ii) GST Returns/Service Tax.
4. The firm will execute a service agreement on a non-judicial stamp paper worth RS.100/- within a week time from the allotment of work.
5. Overwriting/correction/erase and/or use of white ink should be avoided in the offer. However, if any overwriting/correction /erase is inevitable, the same should be authenticated with the seal and signature of authorized person of applicant firm.
6. All the pages of the proposal document and documents submitted along with the offer shall have to be authenticated by the authorized signatory of the applicant firm(s) with the firm's seal.
7. The CA firm should have functional registered office in Srinagar jurisdiction.
8. Any dispute will fall under the jurisdiction of the District Srinagar.
9. The decision of the Corporation is final in all the related matters.
10. The bidder shall not sublet, transfer or assign the contract or any part thereof to any other person/firm/consulting company organization.
11. The bidder is expected to examine the tender document including all instruction form, terms and specifications in the document failure to furnish all information required as per tender document may result in the rejection of bid.
12. The rate should be inclusive of Income tax, GST, etc presently vogue in UT J&K.
13. In case of a tie, the following sequence shall adopt for selection of successful bidder:
  - a). Firm of Chartered Accountants with longer experience shall be given preference based on the year of registration.
  - b). Firm with a higher no. of fellow and/or Associate members of the Institute of Chartered Accountants as partners shall be given preference.
14. The rate quoted by the bidder will be treated inclusive of applicable Taxes and TA/DA expenses.



**Payment Terms:**

The payment shall be made against the services by firm, subject to the following terms and conditions:

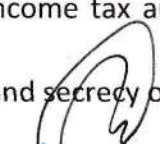
1. The payment during the entire contract period shall be made in accordance with the accepted amount by both the parties.
2. No request for extra payment on account of increase in fee on any account called will be entertained including TA/DA.
3. The payment shall be made on quarterly basis on submission of bill and satisfactory performance of assigned work in case of GST payment shall be made on monthly basis.
4. The Corporation reserves the right to deduct amount from the bill raised by the firm as may be considered reasonable for unsatisfactory services or delay in providing the services. The decision of the Corporation shall be final in this regard.
5. Corporation shall deduct TDS/any other tax/levy as per prevailing rules/rates.

**Compliance:**

1. The Chartered Accountant Firm shall not sub-contract the assigned work.
2. The Chartered Accountant firm shall work in strict confidence and shall ensure that the related data or information in respect of the work/service is dealt with in strict confidentiality and secrecy.
3. Assigned work/service shall be completed within time frame specified by the Income Tax Authorities.
4. Neither the Chartered Accountant firm or its associates should have any interest in the business of the corporation.
5. The Chartered Accountant firm shall ensure that record given to them by the corporation and any information generated from the record provided shall not be used by Auditor for any other purpose.

**Debarring Provisions:**

The Audit firm will be debarred from getting, the service or assignment:

1. If the firm obtains the contract on the false information/misstatement.
  2. If the term does not work as per the norms of income tax authorities/letter of Award.
  3. If the firm fails to maintain/honour confidentiality and secrecy of the corporation record.
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**ANNEXURE-A**

**PRE-QUALIFICATION-CUM-TECHNICAL BID**

Sr.NO	Criterian	Firm's Strength & Capacity	
01	The details of office of the firm (submit copy of supporting document regarding address)	Address of Firm	
		Name & Address of the authorized officials	
		Telephone No. Mobile. e-mail.	
02	The CA firm should be registered with the institute of chartered Accountant of india(ICAI) and must possesses permanent account No. (PAN) under income tax (Provide copy of all registration certificates)	Registration with ICAI, then mention Registration No. Date of Registration.	
		PAN of the CA Firm	
03	The CA firm should b in operation for at least 03 year after its registration. (Provide necessary evidence)	Year of Registration/Starting of operation	
		No. of years in operation after registration (in years)	
04	Average Annual receipts of the CA firm for the last financial year i.e 2018-19 ending on 31st March 2019 (Provide copies of the Audited Financial Statement for the year ended 31st March 2019) [A copy of the acknowledgement of Income Tax Return be attached]	Average Annual Reciepts (i.e Average gross professional fee received/earned) of the CA firm during the last financial year 31st March 2019. Rs..... In words.....	



05	The CA firm should have experience of filling of e-TDS returns (income tax) and GST, service tax matters of Central Autonomous bodies/public sector undertakings during the last financial year. (Details to be provided along with copies of work orders/work completion as evidence)	No. of central Autonomous Bodies where similar service were provided.	
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**Note:**

1. Documentary evidences of all the information as stated above are to be furnished along with the offer.
2. All the pages of offers and documents to be attached are to be signed by the authorized signatory of the firm along with seal of the firm.

**Declaration:**

I \_\_\_\_\_ owner of the firm \_\_\_\_\_ hereby declare that the above information furnished is true & correct to the best of my knowledge and I will abide by the Terms & Conditions set by the company for the service/work.

Date.

Signatures: \_\_\_\_\_

Seal of the firm

Name & Designation \_\_\_\_\_




**ANNEXURE-B****DETAILS OF CA FIRM'S EXPERIENE OF SIMILAR SERVICES IN  
STATE/CENTRAL AUTONOMOUS BODIES**

Sr. No	Name of Assignment	Name of the central autonomous body	Nature of Assignment(s) (pl. specify whether work involved all jobs as detailed in the scope of work	Name of the supporting documents provided
1				
2				
3				
4				
5				
6				

Furnish the copy of the documentary evidences in support of the information provided above. Please attach additional sheets, if required.

Date.

Signatures:\_\_\_\_\_

Seal

Name & Designation\_\_\_\_\_



### Undertaking

We hereby confirm that all the documents submitted in this tender are authentic, genuine copies of originals and have been issued by the issuing authority mentioned above and no part of the document(s)/information is false, forged or fabricated.

We hereby confirm that our bid complies with the total technical-commercial requirements/terms & conditions of the tender and subsequent addendum/corrigendum (if any), issued by JKPDC, without any deviation/exception/comments/assumptions.

We also confirm that we have quoted the rates without any condition and deviation.

We hereby confirm that we are not under any liquidation, any court receivership' or similar proceedings and bankruptcy.

We hereby confirm that any partner/Director of the entity have not been convicted in any disciplinary proceedings/criminal case by regulatory authority(ies)/ court in connection with professional work.

We further confirm that we have not been in negative list/blacklist by any public sector undertaking/Govt. organization/JKPDC Ltd.

We hereby confirm that we have not been banned/de-listed/de-barred from business by any PSU/Govt. Department during last 03 (three years).

We also confirm that the contents of this tender have not been modified or altered by us. We agree that any noticed in future, our bid may be rejected /terminated.

We hereby confirm that we have gone through and understood the tender document and that our bid has been prepared accordingly in compliance with the requirement stipulated in the said document.

We further confirm that we have quoted our rate in electronic mode through e-tendering portal. We confirm that rate quoted by us includes rate for all services as mentioned in the tender document.

Stamp & Signature of Bidder.....

Name of Bidder.....

Note: To be stamped and signed by the signatory on letterhead of bidder.

