



JAMMU AND KASHMIR MEDICAL SUPPLIES CORPORATION LTD.

(Public Sector Undertaking of Govt. of Jammu & Kashmir)

Corporate Head Office: Temp. Address Plot No. 58, Friends Colony Satyam Road Trikuta Nagar, Jammu

Corporate Office: Opposite State Motor Garage, near Haj House Bemina Srinagar

Telephone: 0191-2580842, Fax: 0191-2581845 (Jammu); Telefax: 0194-2432008 (Srinagar)



JKMSCL

**TENDER DOCUMENT
FOR
APPOINTMENT OF TAX AUDITOR**

(REFERENCE NO: **NIT/JKMSCL /2021 /Tax Auditor/ 485**
2021)

Dated: 19 -07-

LAST DATE OF SUBMISSION OF ONLINE BIDS:

10 - 08-2021 up to 1600 hrs



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No. JKMSCL/2021/ Tax Auditor/ 485

Dated: 19-07 -2021

NOTICE INVITING BID

On behalf of Jammu & Kashmir Medical Supplies Corporation Limited, e-bid under two cover system (Technical Bid in Cover 1 and Financial Bid in Cover-2) is invited for “**Appointment of Tax Auditor**”. Detailed tender document may be downloaded at J&K Govt. Portal www.jktenders.gov.in, www.jkmsclbusiness.com.. An amount of Rs. 5,000 (Rupees five thousand only), comprising of cost of Bid document @ Rs.1000.00 (Rupees One Thousand only) (MSME Bidder exempted) & Bid Processing Charges @ Rs.4000/- (Rupees Four Thousand only) shall have to be paid either through NEFT in the Corporation’s bank A/C No-0373040500000032 maintained at J&K Bank Medical College Jammu, IFSC Code JAKA0MEDJAM or by depositing the amount directly into the above account number and EMD @ Rs. 10,000.00 in the shape of FDR/TDR pledged to FA/CAO JKMSCL

Sd/-

Managing Director
Jammu and Kashmir Medical Supplies Corporation Ltd.



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No. JKMSCL/2021/ Tax Auditor/ 485

Dated: 19-07-2021

(Bid form is non-transferable)

BID FORM FOR RATE CONTRACT OF “APPOINTMENT OF TAX AUDITOR”

BID REFERENCE. No. JKMSCL /2021/ Tax Auditor/

Dated: **19- 07-2021**

Date of publication of e-bid	:	19-7-2021 at 1600 hrs.
Start date and time for download of bid document	:	19-7-2021 at 1700 hrs
Last date and time for download of bid document	:	10-08-2021 upto 1600 hrs
Last date and time for submission of online bids	:	10-08-2021 from 1800 hrs
Date and time for online opening of technical bids	:	11-08-2021 at 11.00 am
Tender Charges	:	Rs. 1000/-
Tender Processing charges	:	Rs. 4000/-
EMD	:	Rs. 10,000/-

An amount of Rs. 5,000 (Rupees Five Thousand only), comprising of cost of Bid document @ Rs.1000.00 (Rupees one thousand only) (**MSME Bidder Exempted**) & Bid Processing Charges @ Rs.4000/- (Rupees Nine thousand only) shall have to be paid either through NEFT in the Corporation's bank A/C No-**0373040500000032** maintained at J&K Bank Medical College Jammu, **IFSC Code JAKA0MEDJAM** or by depositing the amount directly into the above account number and EMD @ Rs. 10,000.00 in the shape of FDR/TDR pledged to FA/CAO JKMSCL. (**MSME Bidder Exempted**)

1. **ADDRESS FOR COMMUNICATION:** **Managing Director or General Manager,**
J&K Medical Supplies Corporation Ltd,
Temp. Address- Plot No. 58, Friends Colony
Satyam Road Trikuta Nagar, Jammu
Bemina Near Haj House- Srinagar (Kashmir)

NIT for Appointment of Tax Auditor for conducting audit of JKMSCL covering for the period from 2020-21 to 2022-23 (03 years) as per Income Tax Act

J&K Medical Supplies Corporation Limited having its Head Office at Jammu (J&K) is a Company incorporated and registered under Companies Act-1956.

e-Tenders are invited from Chartered Accountant Firms having certificate of practice from ICAI for carrying out comprehensive Tax Audit of JKMSCL at its corporate office Trikuta Nagar, Jammu and Bemina, Srinagar. The Corporation is a nodal agency for procurement, warehousing and distribution of medicines, surgical, sutures, equipment/machinery and allied items having annual turnover of Rs 500.00 crore approx.

1. Scope of Tax Audit:

The scope of work of Tax Audit includes following:

- Conducting Tax Audit of accounts of the Corporation under section 44AB of the Income Tax Act, 1961 for the financial years 2020-21 to 2022-23. The scope of the audit, extent of verification and the type of reporting and expression of opinion will be determined by the relevant standards of auditing.
- Filing of Income Tax Returns along with Audit Reports on due dates.
- The Sales Turnover of Corporation was Rs. 500.00 crore for the FY 2020-21.

2. Terms and Conditions:

- The Tax Auditor should have experience of Income Tax Audit for Central or State Government Department/ PSU.
- The average financial turnover of the concern should exceed Rs.50 lacs for the three previous years. (CA-certification).
- The Bidding firm should be a partnership firm.
- The Tax Auditor should be registered with the Institute of Chartered Accounts of India where the relevant documents need to be uploaded.
- The partner of the firm signing the audit report should be a fellow.
- Bidders must also upload the scanned copies of EMD and bank receipt of cost of tender document.
- Any interest/Penalty imposed due to late compliance of Tax Audit shall be deducted from the professional charges.

3. Sub Letting of Contract:

The successful bidder will not sublet the job assigned and the firm will not engage any of retired employee specially retired employee of J&KMSCL.

Successful bidder will discuss all the issues pertaining to the Audit with MD, FA/CAO, JKMSCL or other employee of the corporation duly authorized by the competent authority.

Norms laid down in the tender document and the standard set by ICAI shall strictly adhered and any departure shall initiate penalty and blacklisting of firm.

4. Responsiveness

Successful bidder will ensure that he will respond on prompt basis and co-ordinate in the best possible way

5. Extension of Contract.

Extension of contract can be done for another year after review of the performance by the MD, JKMSCL & FA/CAO, JKMSCL.

6. Blacklisting of firms and forfeiting of FDR.

In case of any deviation from the laid down norms of ICAI and conditions mentioned in Tender Document, the successful bidder shall be blacklisted and his case of deviation shall be taken up with ICAI for necessary action and FDR shall be forfeited.

7. Security Deposit

2% of the quoted rate shall be submitted as security deposited in the form of FDR/ CDR which should be unconditioned/ irrevocable for a period of one year.

8. EMD

EMD Shall be released after the declaration of L1 and acceptance of LoI.

9. ARBITRATION

The Arbitration & conciliation Act, 1996 [26 of 1996] as amended by the Arbitration & conciliation(Amendment) Act,2015 [3of2016].

10. Laws Governing the Contract

The Contract shall be governed by the laws of the land.

11. Courts Jurisdiction

In case of any dispute /differences between the consultant and the Corporation the jurisdiction shall be within J&K UT only.

12. OTHER TERMS AND CONDITION.

- The appointment of the selected persons/firms may be terminated at the discretion of the Corporation if the Performance of the selected person/ firm is not found satisfactory (Viewed as such by the Corporation, appropriate authority).
- The chartered accountant should quote the fee inclusive of GST wherever applicable separately for all the items mentioned in BOQ, in the financial bid document.
- The fee for audit assignments mentioned at para (i) shall be paid after culmination of assignment.
- NO TA/DA shall be paid extra.

- The Chartered Accountant/Bidders hailing from outside the J&K State should compulsorily have branch office in Srinagar/Jammu (proof must be attached) and firm should have minimum 05 partners in J&K.

- The cost of bidding documents must be credited Corporation's bank A/C **No-0373040500000032** maintained at J&K Bank Medical College Jammu, **IFSC Code JAKA0MEDJAM** and proof of the same must be uploaded along with the pre-qualification documents.

- EMD of Rs. 10000/ must be pledged to FA & CAO JKMSCL.

Note: -

If the bidder fails to qualify for all or any one of the above-mentioned criteria, he shall be liable to be disqualified at technical bid evaluation stage and financial bid of such bidder/disqualified bidder shall not be opened.

Technical Bid

ELIGIBILITY CRITERIA FOR EVALUATION OF THE APPLICATIONS

13. Technical Bid:

- Name of the Firm.
- Registration details of the Firm with the respective institutes:
 - a) Date of registration.
 - b) Number allotted by the Institute.
- Name of Nodal partners.
- Contact Number. of Nodal partners.
- Number of branches (attach a list along with address.
- Branch office must be at Jammu & Srinagar.
- Number of CA employees.
- Number of Article Audit Clerks/Paid staff.
- Annual turnover of the Firm for the last 3 years (Enclose Copies of IT Returns):
 - 2017-18.
 - 2018-19.
 - 2019-20.
- Address for communication.
- E-mail Address of the Firm.
- Web-site of the Firm.
- PAN Number of the Firm.
- Experience Certificate of the firm.
- GST Number of the Firm:

Signature of the Firm
With seal and date

Undertaking

(To be stamped and signed by the authorized signatory on letterhead of tenderer.)

We hereby confirm that all the documents submitted in this tender are authentic, genuine, copies of their 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 and conditions of the tendering Document and subsequent addendum/corrigendum (if any), issued by JKMSCL, without any deviation/ exception/ comments/ assumptions.

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 / blacklisted by any Public Sector Undertaking / Government Organization / JKMSCL. We also confirm that the contents of this Tender have not been modified or altered by us. We agree that if any noticed in future, our Bid may be rejected / terminated.

We hereby confirm that we have gone through and understood the tendering Document and that our Bid has been prepared accordingly in compliance with the requirement stipulated in the said documents.

Date:

Place:

Stamp and signature of tenderer: _____

Name of tenderer: _____

FINANCIAL BID
(On the Letter head of the Firm)

Date: 19-07-2021.

Standard format for submission of financial bid

S.No	Particulars of assignment	Amount(inRs)
1.	Professional Fee for Tax Audit for the year 2020-21	Rs.
		In words
2.	Professional Fee for Tax Audit for the year 2021-22	Rs.
		In words
3.	Professional Fee for Tax Audit for the year 2022-23	Rs.
		In words

- a. The Minimum bid prices for Tax Audit is Rs. 25,000 (Inclusive of all Taxes) as per ICAI Norms for each financial year.
- b. Fee must be quoted in figures as well as words. In case of variation between the two, Fee quoted in words shall be final
- c. Professional fee shall be inclusive of all office expenses, out of pocket expenses, cost of producing documents and other allied expenses.
- d. The Corporation will not be required to pay and/ or reimburse anything over and above the contract price.
- e. The offer shall be inclusive of all taxes including GST.