



வ.உ.சிதம்பரனார் துறைமுக ஆணையம்
वी.ओ. चिदम्बरनार पत्तन प्राधिकरण
V.O.Chidambaranar Port Authority
(Ministry of Ports, Shipping & Waterways, Government of India)
Administrative Office, Harbour Estate, Tuticorin - 628 004
Tamilnadu
Finance Department

Telephone : 0461 - 2352254
Email id : fa@vocport.gov.in
Website : www.vocport.gov.in

File No: 4111/FIN-TAX0ITAX(ASAP)/1/2023

Dt:08.03.2023

To,

1. IPA empenalled CA firms
2. Port Website

Sub: Requesting of Budgetory offer to the work of "Engagement of Tax Consultant for Tax planning for the FY 2023-24 on or before 29.03.2023"-Reg

Sir,

You are requested to forward, your budgetary offer for the work of Engagement of Tax Consultant for Tax planning for the FY 2023-24 on or before 29.03.2023.

Scope of Work

1. Analysis and Identification of Tax related risks, if any, presented in constantly evolving/changing Tax laws.
2. Identification of tax opportunities by analyzing all applicable Tax regulations.
3. Provide clarity and understanding to the management on Tax implications of new projects, business decisions and appropriate changes to Commercial operations of Port.
4. Optimising Salary structure of employees through legitimate tax planning with in the framework of the Pay Revision committee Orders issued by the Ministry.
5. Finalisation of Contracts, agreements and tenders in Tax planning point and suggest appropriate clauses having Tax saving cost efficient measures.
6. Facilitating a long term viable tax saving strategy and apt Tax deferral strategies for Port. Optimisation of Tax exemptions and Tax incentives.
7. The Tax planning shall be with in the legal frame work of Tax laws vis-via -viz provisions of Major Port Authorities Act, 2021, directions and guidelines issued by this istrative Ministry.

8. Any other suggestions/opinion in the Tax matters concerning Port with appropriate solution.

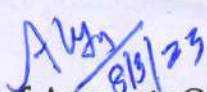
Other Terms & Conditions:

- i. The Work is on Task basis.
- ii. Eligibility Criteria: Minimum three Partners out of a well-established Chartered Accountant Firm out of which one full time Partners, should have at least 15 years of experience, associated with the same firm is essential for providing expertise Tax advice.
- iii. Similar Work Experience: Minimum Three Tax planning Experience out of which one among Major Ports and Two or more assignments in PSUs/Autonomous Bodies having Turnover of Rs.160 Crores and above, are essential. Conduct of Tax Audit/GST Audit, Assignments having mere filing of Monthly/Periodical Tax returns under relevant laws do not considered for similar work Experience. Copy of Work Order and Work completion certificate to attached.
- iv. The firm shall visit/deploy requisite staff manpower, to analyze, collect data requirements, Perusal of the previous files, any requirement from Port, etc. Financial data shall be directly taken from the SAP system by the firm. Access to SAP System for Tax planning exercise shall be provided by Port. The firm should study/analyze the previous five years and provide a comprehensive Tax planning report for the AY 2024-25.
- v. The fee quote shall Lump sum annum basis. Payment Terms 40% paid after submission of draft Tax planning report and 60% of the fee shall be paid on submission of final Tax planning report. The timeline for draft report is 45 days from date of Work Order and for final report 60 days from the date of Work order.
- vi. The firm ensure that fee quote is inclusive all out of Pocket expenses, Travel, accommodation, any other incidental expenses for completion of this assignment.

Budgetary offer as " Engagement of Tax Consultant for Tax planning for the FY 2023-24" sent to FA&CAO, V.O.Chidambaranar Port Authority, Administrative Building, Harbour Estate, Tuticorin-628004 or through email "fa@vocport.gov.in"

This issued with approval of Competent Authority.

Yours faithfully,


Deputy Chief Accounts Officer.