

# J&K Cable Car Corporation Limited



(A J&K Government Undertaking)

Head Office: Batmaloo Qamarwari Road near Bemina Woollen Mills, Bemina

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Regional Office: Mini TRC Building, Peerkho, Jammu Phone: 0191-2562880

## **NOTICE INVITING TENDERS**

**E-NIT No. 13 of 2023**

**Dated: 04-03-2023**

For and on behalf of the J&K Cable Car Corporation (JKCCC) e-tenders are invited for “Engagement of Chartered Accountant / Firm for filling of TDS returns (Quarterly & Annual Basis)” from the year 2023-24, for a period of three (03) years extendable further as per performance and with the approval of Competent Authority.

S.No	Name of Work	Location
1.	Engagement of Chartered Accountant / Firm for filling of TDS returns (Quarterly & Annual Basis) from the year 2023-24, for a period of three (03) years.	Bemina, Srinagar

The bidding documents consisting of qualifying information, eligibility criteria, specifications, bill of quantities (B.O.Q), set of terms and conditions of contract and other details are enclosed herewith and can also be seen/downloaded from <https://jktenders.gov.in>. The details of tender opening / closing date's alongwith tender cost & EMD are given as under:-

1.	Cost of Tender/Doc In Rs.	Rs.200/-
2.	Earnest Money Deposit In Rs.	Rs.5000/-
3.	Work Completion	Monthly / Quarterly
4.	Bid Submission Start Date	04 -03-2023 From 06:00 PM
5.	Bid Submission End Date	23-03-2023 Upto 04:00 PM
6.	Date & Time of Opening of Bids (Online) in the Office of the Managing Director JKCCC, Batmaloo Qamarwari Road near Bemina Woollen Mills	24 -03-2023 at 11:00 AM or any other convenient date and time.

Sd/-

**Managing Director**  
**J&K Cable Car Corporation**

## **Terms & Conditions:**

1. Scanned copy of Cost of tender document in shape of Demand Draft in favour of **Accounts Officer JKCCC** and Earnest Money / Bid Security in shape of CDR/FDR if applicable pledged to **Accounts Officer JKCCC** must be uploaded with the documents of the bid.
2. The rate shall remain **valid for a period of 120 days** from the date of opening of financial Bids.
3. **Broad Scope of Work and Services:**

The Broad scope of work is as follows:

S.No	Scope of Work
01	<p><b><u>Filing of all GST Returns, Handholding &amp; other GST related work:</u></b></p> <p>Filing of all GST Returns for JKCCC initially for a period of three years from the date of award of the work (extendable for a further period as may be decided by the competent authority on the same terms and conditions subject to satisfactory performance).</p> <p>This work shall include:</p> <ul style="list-style-type: none"><li>• Filing of all GST monthly returns as well as annual GST returns in the requisite format prescribed under the GST regime from time to time</li><li>• Monthly GST returns for the period from the date of award of the work for a period of three years.</li><li>• Generating/ Filing all requisite periodical (monthly as well as annual) returns under the GST regime for JKCCC covering assistance in outwards/inwards information of Sr. No. Scope of Work matching /un-matching transactions and reconciliation thereof.</li><li>• Advise necessary checks to be exercised to ensure authenticity of data being received at the individual GST numbers of JKCCC.</li><li>• Generating Challans for payment of GST on behalf of JKCCC. The Primary data concerning all transactions for e-filing will be provided by the JKCCC.</li><li>• The Bidder/ Tenderer shall ensure for handholding for a period of the work order/ agreement to ensure that proper taxes are paid, credits in full are availed of and reporting &amp; compliances envisaged in the GST laws are complied with in Toto.</li><li>• Ensure proper records as prescribed under GST Acts and rules made there under are being maintained by JKCCC.</li><li>• Render advices and provide clarifications to JKCCC on GST related issues.</li><li>• Time to time advice on other compliances to be undertaken by the JKCCC under the GST regime and any other eventual queries that may arise along with timely implementation of any relevant circulars/ notifications/ amendments in JKCCC, during the engagement of the consultant.</li><li>• Guide / advice for developing necessary tools for review, monitoring, reporting and compliance with reports required in GST regime and preservation of related records in digital form.</li><li>• Assist and suggest suitable changes required under GST regime for minimizing the tax burden, effective utilization of available Input tax credits (ITC) and suggestion for review mechanism for availing all eligible input tax credits and utilization under GST, etc.</li><li>• Provide guidance regarding valuation, classification and tax rate of transfer / permanent disposal of assets, job works, goods used both for exempt and taxable services, etc. to ensure availing of maximum eligible tax benefits under the GST regime.</li><li>• Highlight areas of potential non-compliance for immediate regulation.</li></ul>
2	<p><b><u>Identification of additional issues and render advice to JKCCC:</u></b></p> <p>Assist reconciliation procedure for monitoring Input/ Output/ final monthly returns and guidance to track on Un-reconciled transactions, etc.</p>
3	<p><b><u>Audit as mandated under GST Acts and rules thereto:</u></b></p> <p>Conduct of Audit of JKCCC as mandated under GST Acts and rules thereto and issue of various certificates, if required, for GST compliance.</p>

4	<b>Addressing notice from GST authority:</b> If a notice/ query is served by CITCO (GST Authority) then it will be the duty of the consultant to resolve the issue without charging any extra remuneration.
5	<b>Reconciliation of date, Conversion and validation of file 24-Q.</b>
6	<b>Reconciliation of date, Conversion and validation of file 26-Q.</b>
7	<b>Uploading of 24-Q and 26-Q to Income Tax Department.</b>
8	<b>Generation, Signing, Sending 27-A form across CPC Ghaziabad 24-Q and 26-Q.</b>
9	<b>Data Entry for 24-Q.</b>
	<b>Note: -</b> The data for these shall be provided by this Corporation in electronic format.

**Note:** The above-mentioned Scope of Work is illustrative and not exhaustive i.e. Terms of reference shall include providing professional assistance for all activities required for all the work relating to GST Rules and subsequent Notifications as and when issued by central Board of Excise and Customs (CBEC).

4. All bidders shall include the following information and documents with their Technical bid: -

- a. The firm should have minimum 3 years of experience in relevant field of PSU / Government Department or nay other large scale company preferably during the year 2018-21. The firm should provide the list of atleast two clients for which they have rendered services in the past.
- b. The firm should have office in UT of J&K.
- c. Registration Certificate / Licence No. of the firm.
- d. GST Registration.
- e. PAN Card.
- f. Present assignment in hand if any.
- g. Scanned Copy of Cost of Tender Document and Earnest Money Deposit (EMD).

4. **Terms and Conditions for Payment:-**

The payment shall be made on submission of bill by the agency on monthly basis after the successful filing of the returns for the said month/quarter. The final payment after deduction of applicable taxes shall be released on filing of annual return and mandatory audit certificate. All mandatory deductions of taxes shall be made as per rules. The payments shall be released subject to completion of the work detailed in the scope of work.

5. The Department shall not be responsible for any technical error or delay in submission of on line bids due to any reason.
6. The Bidding documents shall be released on the e-tender portal i.e; <http://jktenders.gov.in>. Any modifications / addendum / responses to queries shall be updated on the e-tender website and the bidders are requested to check the website regularly for updates. The Corporation shall not undertake any responsibility, if any bidder fails to regularly check the website for addendums.
7. The tender receiving authority reserves the right to accept or reject any tender or all tenders without assigning any reason thereof.

**Sd/-**  
**Managing Director**  
**J&K Cable Car Corporation**