



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5104803
Dated/दिनांक : 28-06-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	09-07-2024 18:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	09-07-2024 18:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Gujarat
Department Name/विभाग का नाम	Education Department Gujarat
Organisation Name/संगठन का नाम	Directorate Of Technical Education
Office Name/कार्यालय का नाम	Shri K J Polytechnic Bharuch
Item Category/मद केटेगरी	Manpower Hiring for Financial Services - Offsite; Chartered Accountant
Contract Period/अनुबंध अवधि	1 Year(s)
MSE Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है	Yes

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	No
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1. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

The Bidder must have successfully executed at least XX projects of any value in past 3 years of providing similar services to Central/State Government, PSUs or any other government organizations:The Bidder Must Have Successfully Executed At Least 5 Projects Of Any Value In Past 3 Years Of Providing Similar Services To Central/State Government, PSUs Or Any Other Government Organizations

Scope of Work:[1719575828.pdf](#)

Manpower Hiring For Financial Services - Offsite; Chartered Accountant (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Deployment Location	Offsite
Type of Professional/Resources required	Chartered Accountant
Certifications of Professional/Resources required	Indian Accounting Standards (Ind AS) , Income tax TDS GST Compliance

Specification	Values
Qualification of Professional/Resources required	CA
Total Experience of Professionals / Resources (In years)	5 - 7 Years
Addon(s)/एडऑन	

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of manpower deployed	Additional Requirement/अतिरिक्त आवश्यकता
1	Niravkumar Khumansang Solanki	392001,Shri K.J.Polytechnic, BHaruch Old National highway No. 8, Bharuch	1	<ul style="list-style-type: none"> Number of Months : 12

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. Generic

Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

4. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---



SHRI K. J. POLYTECHNIC, BHARUCH

(COMMISSIONERATE OF TECHNICAL EDUCATION, GOVERNEMENT OF GUJARAT)

શ્રી કે. જી. પોલીટેકનીક, ભરૂચ

(ટેકનીકલ શિક્ષણ અંવેનાલય, ગુજરાત સરકાર)

સ્થાપના: ૧૯૮૬

Old National Highway No. 08, Bholav, Bharuch - 392002

મુના રાષ્ટ્રીય ધોરી માર્ગ નં. ૦૮, બોલાવ, ભરૂચ - ૩૯૨૦૦૨

Phone No. (02642)246402

Email kjpolytechnic@gmail.com

Website: www.kjpbtr.cteguj.in

Requirement of CA

Scope of Work:

1. Taxation Services:

○ Quarterly Income Tax Compliance:

- Preparation and filing of quarterly income tax returns related to the institute's TAN number.
- Ensuring compliance with the Income Tax Act and relevant regulations.
- Calculation of tax liabilities and timely payment.
- Preparation of necessary documentation and schedules for quarterly filings.
- Representation before tax authorities in case of queries or audits related to quarterly filings.

○ TDS (Tax Deducted at Source):

- Ensuring timely deduction of TDS on applicable transactions.
- Preparation and filing of quarterly TDS returns.
- Issuance of TDS certificates to relevant parties.
- Compliance with TDS provisions and handling of any TDS-related queries from tax authorities.

○ Goods and Services Tax (GST) Compliance:

- GST registration and periodic renewals if required.
- Preparation and filing of monthly, quarterly, and annual GST returns.
- Reconciliation of GST input tax credit with GSTR 2A/2B.
- Advising on GST-related issues, including classification of goods and services, and applicability of rates.
- Assistance in GST audits and handling notices from GST authorities.

Terms and Conditions:

1. Confidentiality:


- The firm must maintain strict confidentiality of all financial and operational data of Shri K J Polytechnic.
- Non-disclosure agreements (NDAs) may be required to protect sensitive information.

2. Engagement Period:

- The initial engagement period will be for one year, with the possibility of renewal based on performance.
- Renewal terms and conditions will be mutually agreed upon prior to the end of the initial period.

3. Fees and Payment Terms:

- Detailed fee structure, including retainer fees, hourly rates, and other charges.
- Payment terms and schedule will be agreed upon during the finalization of the contract.


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Shri K. J. Polytechnic,
Bharuch.

Invoices to be submitted on a monthly/quarterly basis, with payment due within 30 days of invoice date.

Deliverables:

- Timely completion of all compliance requirements as per agreed timelines.
- Regular updates and reports on the progress of work.
- Detailed reports and documentation to be provided at the end of each quarter.

Professional Standards:

- Adherence to all applicable professional standards and regulatory requirements.
- The firm must have a valid registration and be in good standing with the relevant professional bodies.

6. Communication:

- Regular communication and meetings to discuss progress and address any issues.
- Availability for consultations and queries as needed.
- Designated point of contact to ensure seamless communication between both parties.

7. Termination:

- Either party may terminate the engagement with a 30-day written notice.
- All outstanding work and deliverables to be completed and handed over upon termination.
- In case of termination, a final settlement of fees for the services rendered up to the termination date will be made.

8. Liability:


- The firm will be liable for any professional misconduct or negligence resulting in financial or reputational loss to Shri K J Polytechnic.
- Adequate professional indemnity insurance coverage to be maintained by the firm.

9. Dispute Resolution:

- Any disputes arising out of this engagement will be resolved through mutual discussion.
- If unresolved, disputes will be referred to arbitration as per the Arbitration and Conciliation Act, 1996.

Submission Requirements:

- Detailed proposal outlining your firm's qualifications, experience, and approach to meeting our needs.
- References from similar engagements with educational institutions, if available.
- Breakdown of costs and any additional charges.
- Any other relevant information that would support your proposal.


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Bharuch.