



-:NIT:-

A/XII/TC/aks/NIT/appointment/2016-17 dt.28/5/2016

Appointment of A VAT Auditor for the financial year 2015-16 and Tax consultant for the financial year 2016-17		
Tax practitioners are invited ON LIMITED TENDER BASIS for the NIT as specified in the list below, moreover, in addition to the firm/individuals specified in the list, those firm/individuals belongs to Dibrugarh and Tinsukia district of Assam may also eligible for the tender. The interested firm/individuals may tender for each category of job or for all the three category. Quotations will be accepted into two bids SYSTEM. (technical bid & Price bid). NIT is available in BVFCL web site www.bvfcl.com.		
1. Name and address of the firm/individual : 2. Duration of profession : 3. Experience in the line :		
category	SCOPE OF WORKS	Minimum professional fee is Rs.
A	INCOME TAX ► Preparation of quarterly e-TDS/ e-TCS of Income Tax returns of tax deducted at source from salary of employees, contractors and others for 1st qtr. –April 2016 to June 2016, 2nd qtr. July 2016 to September 2016, 3rd qtr. October 2016 to December 2016. & 4th qtr. January 2017 to March 2017. Scrutiny & Generation of TDS certificate Form 16 and 16A also to furnish soft copy to BVFCL. 2ndly follow up all the justification report thus arises from TRACES and to do necessary steps to square up the company's TDS account. (for four quarter).	35,000.00
B	SERVICE TAX & CENTRAL EXCISE ► Preparation and e-filing of Service Tax half yearly returns from April 2016 to September 2016, second from October 2016 to March 2017 as per the requirement of the Act within the stipulated time also file revised returns if requires. Update the information about finance act implanted by the parliament time to time Preparation of monthly Central Excise returns as well as other returns for the financial year 2016-17 as required by Excise law also.	8,000.00
C	TAXES RELATED TO GOVT. OF ASSAM 1) Assam VAT, & CST ► Preparation and filing of annual VAT & CST Returns of financial year 2015-16 including monthly revised returns of VAT, CST for the financial year 2015-16 (as & where it necessary). Preparation of VAT audit report for the financial year 2015-16 of above all act and rules. Scrutiny and Preparation of monthly returns of AVAT & CST for the financial year 2016-17 considering sales of Fertilizer, SSP, pesticides, MOP also other sales- scrapes & empties, also purchases which attracts taxes and duties as per VAT and CST act. 2) Entry Tax ► Preparation and scrutiny of monthly/annual returns of Entry Tax for the financial year 2016-17 including preparation of revise returns of entry tax for the year 2015-16 (as and when it requires by the tax authority). 2) Assam professional Tax and Electricity duty ► Scrutiny & providing necessary guidance in respect of preparation of monthly returns of AP Tax and Assam Electricity duty for the financial year 2016-17.	57,000.00
Above all specified rates are inclusive of taxes		

Others:

A) Proper guidance and assistance shall be extended by the firm in regard to deposit of tax, filing of returns to avoid penal provisions etc. as and when required in regard to tax matters as mentioned above.

Party shall also give its opinion in any of the above tax matters as may be referred to by us for which no

Additional fees will be paid.

Moreover, Party will inform about the changes in the field of direct and indirect tax matter after enactment by the Govt. of India and statutory bodies at the earliest.

B) It is to be noted that the entire job of preparation of quarterly, half yearly and annual returns also Representing the assessment, attending hearings and helping in obtaining final assessment order is the Assignment of tax consultant.

C) Further, consultant firm will extent helps in respect of additional cases which may sometimes arises after final assessment order.

D) **Experiences:** Those tax consultant firms/individuals rendered consultancy in this line more than three years will be preferred.

E) Please submit self attested copy of PAN with also Service Tax registration certificate.

G)) Food and lodging will be allowed to the party free of cost in BVFCL guest house subject to production of list of visiting and engaged members in advance for availability of guest house accommodation if activity confined to Tax Office at **Naharkatyia** as well as **BVFCL premises**.

Payment terms:

At the end of submission of each quarterly return of each category 20% payment will be made of total amount up to 4th qtr. The Balance 20% will be paid after final assessment by the Tax authority of AVAT, CST- Assam and Entry Tax Assam.

The above quotation should reach this office of undersigned on or before **16th of June 2016 at 3.00 PM** and will be opened on 16th of June **at 3.30 PM** in the chamber of DGM (Finance).

For and behalf of

Brahmaputra Valley Fertilizer Corporation Limited,

Sd/-

A. K. Sharma

Accounts Officer Gr.-I

For DGM(Finance)

List of parties dealing in tax consultancy of Tinsukia and Dibrugarh district.:

Sl no.	Name of firm	Desgn.	address
1	Agarwal Associates	CA	Dibrugarh
2	M.P. Bagaria & Co.	CA	Dibrugarh
3	Pankaj Bhoot & Co.	CA	Dibrugarh
4	R.K. Choudhary & Co.	CA	Dibrugarh
5	P. C .Medhi & Co.	CA	Dibrugarh
6	B. Bgaria & Co.	CA	Dibrugarh
7	Shima Kejriwal	CA	Dibrugarh
8	Shuresh kumar Verma	CA	Dibrugarh
9	Manish D P Agarwal	CA	Tinsukia
10	Umed Jain	CA	Tinsukia
11	Indranil Benerji & Co.	CA	Tinsukia
12	Bijay Agarwal	CA	Tinsukia
13	Shashi B Goel & Co.	CA	Tinsukia
14	Pankaj Kumar Agarwal	CA	Tinsukia

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