

NIT FOR LIMITED TENDER

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| 1. NIT NO : A/XII/TC/aks/NIT/appointment/2017-18 |
| 2. DATE OF ISSUE : 31/08/2017 |
| 3. TYPE OF BID : Single Stage |
| 4. Last date /time of receiving tender : 20/09/2017 at 03:00 PM |
| 5. BID OPENING Date & Time : 20/09/2017 at 03:30 PM |
| 6. EARNEST MONEY DEPOSIT : Rs. nil |
| 7. BRIEF DESCRIPTION OF works : A) VAT Auditor for Assam Sales for the financial year 2016-17 and B) TDS (Income tax) consultant for financial year 2017- 18 |

Tax practitioners are invited from the below specified list of professional ON LIMITED TENDER BASIS for the NIT. The interested firm/individuals may tender for the job.

Quotations will be accepted into single bid SYSTEM

NIT is available in BVFCL web site www.bvfcl.com

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| 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) | <p><u>CONSULTANCY RELATING TO INCOME TAX ►</u></p> <p>Preparation of quarterly e-TDS/ e-TCS of Income Tax returns of salary, and others related to contractors/ suppliers & go down rent for one year 20 17-18.</p> <p>Scrutiny of post e-filing effects of TDS quarterly return, providing solutions to square up the accounts, preparation of all correction returns as arises in due course in the books of IT department, Generation of TDS certificate Form 16 and 16A all are consistent of the assignments.</p> | |
| B) | <p><u>CONSULTANCY RELATING Assam VAT, & CST ►</u></p> <p>Preparation and filing of annual VAT & CST Returns of financial year 2016-17 including monthly revised returns of VAT, CST for the financial year 2016-17 (as & where it necessary). Preparation of VAT audit report for the financial year 2016-17 as per the prevailing rules.</p> <p>Representation of BVFCL in the ensuing assessment of VAT & CST in due course also the consultant have to square up all odd balances of the VAT & CST account if arise during the process of assessment.</p> | |
| Total consultancy fee (inclusive of GST) Rs | | |

Others:

A) Proper guidance and assistance shall be extended by the firm regarding deposit of tax, filing of returns to avoid penal provisions etc. as and when required in case of aforesaid tax matter. 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) The job Assignment of tax consultant is the assemble of entire work of preparation of Income Tax quarterly TDS returns, TDS annual return (in Case of Salary deductees), generation of Form 16 and 16A, filing of all correction returns if arises in due course of time relating to this period, also they have to provide helping hand representing the assessment, attending hearings and helping in obtaining final assessment order.

C) The above job Assignment is covering in all cases relating to VAT, CST & Entry tax rules as mentioned in No. B above.

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

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

F) Please submit self attested copy of PAN with also GST registration certificate if it registered under GST .

G)) Food and lodging will be allowed to the party at company's 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.

H) party will be paid TA by train 2nd class AC for partners of the firm and for below rank of partner 3rd class AC by train or in actual whichever is less against submission of fare slip travelling from their office to Namrup subject to only job relating to VAT /CST returns and in representing BVFCL in case of hearing phases at the office of superintended of GST Assam, Naharkatyia (earlier Supdt. Of Commercial Tax office) if arises in due course of time.

Payment terms:

At the end of submission of quarterly return 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 20th September 2017 at 3.00 PM and will be opened on 20th September 2017 at 3.30 PM in the chamber of DGM (Finance)

NIT is issued to following tax consultants on limited tender basis:

| Sl no. | Name of firm | Desgn. | address |
|--------|----------------------------|--------|-----------|
| 1 | Manish D P Agarwal | CA | Tinsukia |
| 2 | M.P. Bagaria & Co. | CA | Dibrugarh |
| 3 | Agarwal Pratik Kumar | CA | Tinsukia |
| 4 | Monoj Gogoi | CMA | Duliajan |
| 5 | Chitta Ranjan Saikia | CMA | Nogaon |
| 6 | Birmiwal & Associates | CA | Tinsukia |
| 7 | Priyanka Modi | CA | Tinsukia |
| 8 | Ronak Agarwal & Associates | CA | Tinsukia |
| 9 | Rakesh Agarwal | CA | Dibrugarh |
| 10 | Agarwal Associates | CA | Dibrugarh |


P.C. Gupta

Dy. G. M.(F)

For and on behalf of

BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED

