

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	10-03-2026 12:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	10-03-2026 12:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Railways
विभाग का नाम/Department Name	Indian Railways
संगठन का नाम/Organisation Name	South East Central Railway
कार्यालय का नाम/Office Name	Hq New General Manager Secr
वस्तु श्रेणी /Item Category	Custom Bid for Services - Engagement of CA for preparation E filing of returns for Statutory taxes like Income Tax GST etc 24Q 26Q 27EQ TCS 24G General consultancy for GST Form 16
समान श्रेणी/Similar Category	<ul style="list-style-type: none"> Manpower Hiring for Financial Services
अनुबंध अवधि /Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	3 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	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

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	762224
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	15250

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	4.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	26

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

PFA SECR BSP
 HQ NEW GENERAL MANAGER SECR, Indian Railways, South East Central Railway, Ministry of Railways
 (Pfa Secr Bsp)

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

एमआईआई अनुपालन/MII Compliance

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

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM_No.1_4_2021_PPD_dated_18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
4. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

5. 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.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Payment Terms:[1771222054.pdf](#)

Penalties:[1771222061.pdf](#)

GEM Availability Report (GAR):[1770959709.pdf](#)

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:[1770959721.pdf](#)

Scope of Work:[1771222049.pdf](#)

Custom Bid For Services - Engagement Of CA For Preparation E Filing Of Returns For Statutory Taxes Like Income Tax GST Etc 24Q 26Q 27EQ TCS 24G General Consultancy For GST Form 16 (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	Engagement of CA for preparation E filing of returns for Statutory taxes like Income Tax GST etc 24Q 26Q 27EQ TCS 24G General consultancy for GST Form 16
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Poonam Choudhary	495004,DRM Bilaspur , South East Central Railway	Project / Lumpsum Based	N/A

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

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. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

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. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

3. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

PFA SECR BSP

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

4. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

5. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

NOTE- Engagement of CA for preparation & E-filing of returns for Statutory taxes like Income Tax, GST etc., 24Q, 26Q, 27EQ (TCS), 24G, General consultancy for GST & Form-16.

2 YEARS ,EASTIMATE- 762224/-

अस्वीकरण/Disclaimer

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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The

Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), 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 सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

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 कार्रवाई का आधार होगा।/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.

---धन्यवाद/Thank You---

Office Name : Sr.DFM/SECR/BSP

Item Category: Manpower Hiring for Financial Services - Onsite; Chartered Accountant
Contract Period: 2 years

Estimated Bid Value: 762224/-

Specification:

Deployment Location: Onsite

Type of Professional/Resources Required: Chartered Accountant

Certifications of Professional/Resources required:

Engagement of CA for preparation & E-filing of returns for Statutory taxes like Income Tax, GST etc., 24Q, 26Q, 27EQ (TCS), 24G, General consultancy for GST & Form-16 for a period of (02) Two years from 01.04.2026 to 31.03.2028

Qualification of Professional/Resources required: CA

Total Experience of Professionals / Resources (In years):

The Chartered Accountant (GST Consultant) to be hired must have an experience in E-filing of returns for Statutory taxes like Income Tax, filing of forms wrt 24G, 24Q, 26Q, 27EQ(TCS), Form-16 & General consultancy for GST works and filing of all GST and periodical GST & TDS returns of Indian Railway or Central Govt. organization.

Buyer Added Bid Specific Terms and Conditions

1. Interested firms must meet the ELIGIBILITY conditions in addition to GeM conditions:

(i) Registration with ICAI.

(ii) Experience in handling similar assignments in other Ministries or Departments or Organizations involved in similar activities, Chambers of Commerce & Industry, Association of consultancy firms including other Railway Zones/Divisions, CPWD, MES, DDA, PSUs, Pvt. Ltd. Company registered under Companies Act 2013 etc in last three years.

(iii) The Chartered Accountant to be hired must have an experience in E-filing of returns for Statutory taxes like Income Tax, filing of forms wrt 24G, 24Q, 26Q, 27EQ(TCS), Form-16 & General consultancy for GST works and filing of all GST and periodical GST & TDS returns of Indian Railway or Central Govt. organization. Offer not accompanied with requisite experience certificate will be summarily rejected.

(iv) The Chartered Accountant (GST consultant) to be hired must have their office in the state of Chhattisgarh. Documentary proof of having office in Chhattisgarh state must be enclosed along with offer. Offer not accompanied with address proof for office in the Chhattisgarh state would be summarily rejected. However, considering exigencies and urgent needs of services, preference will be given to local firm.

2326007/2026 The scope of services mentioned as under:-

Services: Statutory Tax Filings (TDS/TCS), IT Notice Management, and GST Consultancy.

1. Scope of Work (SOW)

The selected CA firm shall be responsible for the end-to-end management of direct and indirect tax compliances as detailed below:

A. TDS/TCS Compliance & Income Tax Management

Returns: Preparation and timely filing of Quarterly TDS Returns (Form 24Q, 26Q) and TCS Returns (Form 27EQ).

Government Reporting: Monthly processing of Form 24G (for Government Office/Treasury details).

Rectification: Handling all Correction Statements and rectifying 'TRACES' defaults (Justification reports).

Certification: Timely issuance of TDS/TCS certificates (Form 16/16A).

Notice Management: Mandatory handling of all notices received from the Income Tax Department. This includes drafting replies, filing e-responses, and representing the organization before Tax Authorities for assessments or appeals.

B. Comprehensive GST Consultancy & Support

Full-Spectrum Support: The firm must be available for all kinds of work related to GST, including registration, HSN/SAC classification, and ITC reconciliation (GSTR-2A/2B).

Advisory: Real-time advice on GST implications for specific transactions and contracts.

Departmental Interface: Assistance in responding to GST notices, audits, or scrutiny.

3. General Terms & Conditions:

A. Professional Fees & Payment

* Fees should be quoted as a consolidated annual/quarterly charge for the recurring filings (24Q, 26Q, etc.).

* GST consultancy and representation before authorities may be quoted on a "per-case" basis.

* No advance payment will be made. Payments will be released quarterly after successful filing and submission of proof (acknowledgment receipts).

B. Accuracy and Penalty

* The CA firm is responsible for the accuracy of data uploaded.

* Penalty Clause: Any late fee, interest, or penalty imposed by the Income Tax or GST department due to the firm's negligence or delay in filing shall be borne or reimbursed by the CA firm.

C. Confidentiality

* The firm shall maintain strict confidentiality regarding all financial data and proprietary information of the organization. Data shall not be shared with any third party without written consent.

D. Availability & Cooperation

* The designated partner/staff must be available for meetings at the organization's office in Bilaspur on short notice.

* The firm must provide a dedicated "Point of Contact" (Qualified CA) for day-to-day coordination.

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* The organization reserves the right to terminate the contract by giving 30 days' notice if services are found unsatisfactory.

F. Timely and prompt response on queries raised by Railways.

G. No free Railway Passes will be granted to the GST consultant or to his agents or to his staff for any purpose. Railway will not arrange for any transport, boarding and lodging for the consultant (contractors) or to his agents or to his staff.

H. Payment of bill will be made on quarterly basis including of applicable GST on actual basis subject to the certification by the Co-ordinating officer regarding the work being satisfactorily completed necessary documents towards statutory taxes for exemption thereof should be submitted by the firm. As per legal taxation provisions, IT-TDS and GST-TDS would be deducted from the bills.

Advice on applicability on Goods & Services Tax (GST), preparing list of services and goods provided and received, including method of calculation of GST from time to time.

- i. Advice on applicability and computation of ITC credits and its vetting if need arises.
- ii. Timely and prompt response on queries raised by Railways.
- iii. Day to day consultation, compliance of GST matter, Preparation and filing of all GST & TDS returns i.e. GSTR-1, GSTR-3B and GSTR-7 every month for Chhattisgarh State by SECR including revised returns if any and any other returns as advised by Railway Board.
- iv. Data for filing will be provided by CRIS/IR in the relevant format. The figures will be verified by Railways, however the GST consultant will ensure the data provided matches with the data on the GST network and point out for any discrepancies/abnormalities/errors in the figures, if any.
- v. Clarification to be furnished on GST queries received from various executives of SECR, Division of SECR and Vendors/ Contractors / Suppliers of SECR.
- vi. Compliance of CBIC and State GST office on GST and TDS recovery of Chhattisgarh State. Drafting and filing of reply for Show Cause Notice/appeals against order before appellate authorities. Dealing with Tax authorities as and when required on the course of filing reply to SCN/Appeals. Attending personal hearing as GST departments for dispute resolution, personal appearance before adjudicating authorities.
- vii. Submission of GST TDS data and records as required by GST Cell of SECR.
- viii. Providing service of one experienced CA, conversant with GST rules applicable in Railways, to visit SECR HQ in short notice period, in case of any urgent/immediate issues.
- ix. No free Railway Passes will be granted to the GST consultant or to his agents or to his staff for any purpose. Railway will not arrange for any transport, boarding and lodging for the consultant (contractors) or to his agents or to his staff.
- x. Minimum Accounts office visit is twice or thrice a month to discuss the GST matters. Also in case of any query at any time during contract period, CA has to attend HQ Accounts office at any time over & above normal visit (i.e. twice or thrice in a month) for clarification or discussion on GST matters.
- xi. Payment of bill will be made on quarterly basis including of applicable GST on actual basis subject to the certification by the Co-ordinating officer regarding the work being satisfactorily completed necessary documents towards statutory taxes for exemption thereof should be submitted by the firm. As per legal taxation provisions, IT-TDS and GST-TDS would be deducted from the bills.

2326007/2026/O/o Sr DMM/BSP/SECR

The offer may be submitted under the given format:

Sr. No.	Description	Qty	Unit	Dept. Per Unit Rate (Rs.) (as per LAR of R/Div)	Bidders Rates (in Rs.)	Remarks (if any)	
1	Form No. 24G (Monthly)	24	month	1250			
2	Form No. 24Q (Salary) Quarterly Basis (Sr.DSC)	10000	Nos	1.25			
3	Form No. 24Q (Salary) Quarterly Basis (Sr.DPO)	440472	Nos	1.25			
4	Form No. 24Q (Salary) Quarterly Basis (Sr.DFM)	2000	Nos	1.25			
5	Form No. 26Q (other than salary) Quarterly Basis (Sr.DFM)	9600	Nos	3			
6	Form No. 27EQ (other than salary) Quarterly Basis (Sr.DFM)	1200	Nos	1.25			
7	Correction Charges	50	Nos	1.25			
8	General consultancy for GST and other Taxation on case to case basis	4	cases	Rs. 5000/-per case			
9	Sub Total						
10	GST @ 18%						
11	Grand Total						



Competent Authority Approval Required

Please upload Competent Authority Approval as this Bid/RA has received participations from less than 3 sellers and 2 OEM/Brands.

Name Of Competent Authority



OM PRAKASH

Designation Of Competent Authority



Sr DMM BILASPUR

Office / Department / Division Of Competent Authority



DRM Bilaspur , South East Central Railway, BILASPUR, CHHATTISGARH-495004, II

CA Approval Number



9752876770

Competent Authority Approval Date



10-02-2026

Brief Description Of The Approval Granted By Competent Authority



APPROVED.....

Upload

(Max Size : 2MB, Type: PDF)