Delhi State Industrial and Infrastructure Development Corporation (DSIIDC)
(Taxation Cell)

OPEN TENDER FOR ENGAGEMENT OF INDIRECT TAX CONSULTANT ON QCBS

Delhi State Industrial and Infrastructure Development Corporation (DSIIDC) invites applications under **Quality and Cost Based Selection** from qualified & experienced CA/CMA Firm for providing consultancy services, filing of GST Returns, DVAT Returns, Representing, Appearing and assisting DSIIDC before various Indirect Tax Authorities and to deal with the other Indirect Tax matters that may be referred to them by DSIIDC and assisting Counsel/Advocate in drafting and filing of Appeals/Writ/SLP, as applicable, before various courts as per Scope of Work. The requirements and other details can be seen in the Tender Document uploaded on www.dsiidc.org. The last date for submission of applications is 12-03-2026 (16.00 Hrs).

Chief Accounts Officer
Taxation Cell

<u>Notice Inviting Tender for Engagement of Indirect Tax Consultant</u>

1. General information

I. Delhi State Industrial and Infrastructure Development Corporation (DSIIDC) is a Govt. undertaking in Delhi and works under the aegis of Dept. of Industries, Govt. of NCT of Delhi. It is focused on Industrial and Infrastructure development in Delhi. It was established in February 1971 to promote industrial growth and improve infrastructure in the city. Its key functions include establishment, maintenance and management of industrial areas located in NCT of Delhi, Civil and Electrical projects of public importance, Housing projects for the urban poor etc.

II. DSIIDC intends to engage a professionally managed and experienced CA/CMA Firms for providing consultancy services, filling of GST Returns, DVAT Returns, Representing, Appearing and assisting DSIIDC before various Indirect Tax Authorities and to deal with the other Indirect Tax matters that may be referred to them by DSIIDC and assisting Counsel/Advocate in drafting and filling of Appeals/Writ/SLP, as applicable, before various courts as per Scope of Work.

III. The engagement shall be initially for a period of 03 (Three) years on retainer ship basis. However, DSIIDC may extend every year upto maximum 5 (Five) years.

IV. Performance of engaged firm shall be reviewed annually, and DSIIDC reserves the right to terminate engagement for unsatisfactory services.

V. Interested Applicant/Firm(s) fulfilling the Eligibility Criteria mentioned in para 4 below may submit their proposal for the proposed engagement in the prescribed format.

2. Schedule of BID process:

The DSIIDC shall endeavour to adhere to the following schedule:

Issue of Advertisement & Uploading of BID	27-02-2026
Last Date of Submission of BID	12-03-2026; 16.00 Hrs.
Date for opening of BID application	12-03-2026; 17.00 Hrs

Note: Only one BID shall be accepted from each Applicant CA/CMA Firm.
DSIIDC may, at its discretion, extend the submission or opening dates due to administrative reasons. Any such extension shall be notified on the official website/e-procurement portal and shall be binding on all applicants.

3. Estimated Retainership Fee: -

The estimated monthly retainer ship fee is Rs.1,00,000/- (Rs. One Lakh Only) plus applicable taxes.

(The monthly retainership fee shall be inclusive of all charges and out of pocket expenses towards travel, documentation and communication etc.)

4. Scope of Work:

Scope of work for the Appointed applicant/Firm	
CA/CMA firms should be stationed at DSIIDC office during office hours as and when required by DSIIDC. In case of urgency the persons so deputed may be asked to work beyond office hours, occasionally to meet the statutory time limits. The appointee/any person deputed by appointee including senior partner(s) shall visit the office(s) of DSIIDC for meeting, discussion, referring to documents etc., if any, related to any matter whatsoever before or after award of work. Appointee Applicants/firms shall represent the Corporation before various Tax authorities through its experienced senior partner(s). Appointed consultants shall assist the corporation for following scope:-	
GST/Service Tax	**1.** Day to day consultancy and opinion on various Indirect Tax matters i.e., Service Tax, GST, etc. to the Corporation (DSIIDC) for all existing and future Service Tax/GST matters of DSIIDC. **2.** Computation/Calculation & compilation of GST/Service tax/GST (TDS), if any, on monthly basis and processing the same for payment on or before due dates. **3.** Compiling, drafting and filing of original as well as revised return under GST Act and Service Tax Act, if any, on monthly as well as annual returns including GST (TDS) Returns. **4.** Determination of input tax credit and refund/input tax credit to be claimed under the Indirect Taxes including time barred tax matters and pursuance of Adjustment of refunds/ input tax credits. **5.** Work of Indirect Tax planning for the corporation i.e. ensuring the compliance of various provisions of GST/service tax etc as and when applicable on the Corporation. **6.** GST reconciliation with division and HQ on monthly basis and also consolidated reconciliation at the time of finalisation of books of accounts with GST portal. **7.** Dealing with various Auditors and Indirect Tax Department in and outside the premises of DSIIDC and drafting response for audit observation, indirect tax notices etc and also filing/compiling indirect tax related points asked into direct tax like reconciling Annual Income Statement (AIS), reconciling GST turnover with books of accounts for the purpose of ITR, Tax audit etc.
DVAT	1. Updating DVAT registration certificates i.e., DP-1, DVAT Form 07 etc. as and when required 2. Preparing and filing the DVAT returns including revised return, if required, within due date. 3. Preparing and filing objections or suggesting suitable course of action against mismatch notices, default assessment orders.

	4. Advising on reconciling the mismatch of Input credit on DVAT portal with books of accounts. 5. Preparing and submitting the reply against auditor queries, department's various notices etc. 6. Representing the Corporation before various appellate authority upto appellate tribunal. 7. Day to day consultancy and giving opinion on various Indirect Tax matters i.e., DVAT to the Corporation, if any. 8. Preparing and representing before DVAT Authorities on account of various Notices, default assessment/re-assessment proceedings, appeals/objections filed at various forum of DVAT authorities and response to Summons/notices served etc. pertaining to any year including earlier years (as and when required).
Assessments, Opinion/consultancy, Representation before Appellant Authorities, Documentation vetting related to GST/Service Tax, DVAT, etc.	**1.** Preparing and representing before Indirect Tax Authorities (assessment authority/appellate authority etc.) i.e., Service tax, GST, VAT authorities etc. on account of Show Cause Notice, Appeals and Summons etc. pertaining to any year including earlier years (as and when required). **2.** Giving training and advices/opinions to the divisions of the Corporation for ensuring compliance of tax provisions, accounting treatment including relevant entries, etc. **3.** Assistance in drafting and filing of appeals before appropriate Appellate Authorities including drafting of grounds of appeal and statement of facts, filing of written submission/ paper book and representation in all existing/ new appeals proceeding. **4.** Preparing and representing DSIIDC before various authorities like Advance ruling authority, if any. **5.** Preparing and representing DSIIDC in all pending/new cases before various appellate forum of GST, DVAT, Service Tax etc. **6.** Updating & maintaining Corporation data online with the department like GST, DVAT etc. **7.** Vetting of Documents before submission to Government Departments. **8.** Any other tax matter as may be referred by DSIIDC. Update the corporation about various amendments taking place in tax laws/rules etc. from time to time and implementing the relevant provisions as & when applicable on the Corporation. **Note: -** The scope of work is indicative and not exhaustive i.e., Terms of reference shall include professional assistance for all activities required for due compliance with applicable corporate Indirect Tax provisions.

5. Eligibility Criteria:

The applicant CA/CMA Firm fulfilling the following Pre-Qualification criterion may be eligible for submission of its/their applications (BID) in the specified format, Technical Bid as per Annexure-1, 2 & 3 and Financial Bid as per Annexure-4, along with relevant documents. Both the Technical and Financial bid are to be submitted in separate sealed A4 size envelope clearly mentioning as Technical and Financial Bid respectively. Further, both the envelopes of Technical and financial Bid are to be put in larger sealed envelope duly mentioning the heading "**Bid for Appointment of Indirect Tax Consultant**". If the Bid is not accompanied with the required documents supporting eligibility criteria, the same would be rejected.

S. No.	Criteria	Documents Required
1	The Applicant must be a full time practicing CA/CMA Firm and should have 5 years' full time practice experience as on 31.12.2025. The firm should be registered with the ICAI/ICMAI.	Certificate of Practice (full time)
2	The Applicant should have head office in Delhi.	Self-declaration along with address proof
3	The Applicant should have experience of advising & dealing in Indirect Tax litigation at Departmental level (Mandatorily GST, Service Tax, and DVAT) for Public Sector Undertaking/autonomous bodies (such organization must be dealing with Liquor/housing/ infrastructure projects and must have average turnover more than Rupees 2000 crore during Financial Years 2022-23, 2023-24 & 2024-25)	Client Certificate/ Appointment letter with completion certificate issued by the organization clearly indicating the scope and period covered.
4	Applicant must possess experience of facilitating or complete hand holding in migration from **old regime to GST** and then facilitating GST compliances continuously for **three years** for at least one Public Sector Undertaking/autonomous bodies (such organization must be dealing with Liquor/housing/ infrastructure projects and must have average turnover more than rupees 2000 crore during Financial Years 2022-23, 2023-24 & 2024-25). Consultant must be associated with such organization for at-least five continuous Financial Years).	Client Certificate/ Appointment letter with completion certificate issued by the organization clearly indicating the scope period covered.
5	The applicant should not have been banned /declared ineligible for corrupt and fraudulent practices by the Govt. of India/ State Governments/PSU	Self-declaration

	etc/RBI/ICAI/ ICMAI and should not have any disciplinary proceedings pending against it or any of the partners with ICAI/ICMAI.	
6	The Applicant should not be under debarment/blacklist period for breach of contract/fraud/corrupt practices by any Scheduled Commercial Bank/ Public Sector Undertaking / State or Central Government or their agencies/ departments on the date of submission of bid for this BID.	Self-declaration

I. General Conditions: -

1. The contract shall be initially for the period of Three (3) year from the date of appointment and extendable every year on same terms and conditions up-to total 5 years (i.e., 3+2 years) based on satisfactory performance.
2. The Applicants shall give concrete suggestions for the system improvement, procedures and accounting records with respect to Indirect Taxation or other areas of accounting.
3. The applicant is liable to give its opinion on indirect taxes i.e., GST, Service Tax, DVAT etc. matter whenever required by the corporation.
4. The Applicants shall maintain strict confidentiality regarding any sensitive information obtained in course of assignment and shall not use such information for any other purpose whatsoever. It shall also not accept cases or render advice against the corporation so long as its contract is continued with the DSIIDC.
5. The Applicants shall be entitled for monthly payment towards fee for the work subject to satisfaction of the work performed by the Applicant/firm. Statutory taxes as applicable shall be deducted from the payment released.
6. The corporation shall not provide any conveyance facility and any other out of pocket expenses during the course of assignment.
7. The DSIIDC reserves its right not to accept any or all the Bids or to accept or reject a particular Bid at its sole discretion without assigning any reasons whatsoever at any point of time.
8. The DSIIDC reserves the right to cancel the appointment at any stage without assigning any reason, if management deems fit.
9. DSIIDC reserves the right to seek further clarification or information or explanation in respect of details/documents furnished by the bidders.
10. Bidders must submit all the declarations/undertakings strictly in the format as provided in the Bid document.

11. DSIIDC reserves the right to reject the Bid on making alteration/deviation to/from the directions/instructions provided in the Bid Documents.

II. Technical Qualification:

Applications received in response to the BID and which comply with the Eligibility Criteria & General Conditions mentioned above in para 5(I) & 5(II) above, shall be evaluated as per the criteria given below:

a. Qualification Criteria for Engagement of Indirect Tax Consultant.

b. The applications of such CA/ CMA Firm only will be taken up for further evaluation/assigning marks, as per the Criteria given below: -

Sl No.	Parameters	Marks
i.	**Applicant** No. of years of practicing in India as on 31.03.2025	**Maximum 15 marks as follows**: i. Minimum 5 years =10 marks ii. Less than 5 Years = Not eligible iii. For every additional completed year = 1 Marks for each year
ii.	**Experience as Corporate Indirect Tax Consultant** in Public Sector Undertaking/autonomous bodies (such organization must be dealing with Liquor/housing/infrastructure projects and must have average turnover more than rupees 2000 crore during Financial Years 2022-23, 2023-24 & 2024-25). **(Experience below five years of continuous engagement with the eligible organization shall not be considered)**	**Maximum 20 marks as follows:** i. For service of at least five continuous years =15 marks ii. For every additional experience with same Organization = 1 Marks for each year
iii.	The applicant should have experience of dealing with Indirect Tax litigation (GST, Central Excise & Service Tax and DVAT-Commissioner Appeals) through its proprietor/partner for Public Sector Undertaking/autonomous bodies (such organization must be dealing with Liquor/housing/ infrastructure projects and must have average turnover more than rupees 2000 crore during Financial Years 2022-23, 2023-24 & 2024-25).	**Maximum 20 marks as follows:** i. For One Organization (PSU) =15 marks ii. For every additional organization experience = 5 Marks for each year

	(Experience below five years of continuous engagement with the eligible organization shall not be considered)	
iv	Applicant must possess experience of facilitating or complete hand holding in migration from old regime to GST and then facilitating GST compliances continuously for **three years** for at least one Public Sector Undertaking/autonomous bodies (such organization must be dealing with Liquor/housing/ infrastructure projects and must have average turnover more than rupees two thousand crore during Financial Years 2022-23, 2023-24 & 2024-25) and Consultant must be associated with such organization for at least 5 continuous Financial Years).	**Maximum 20 marks as follows:** i. For continuous three years with one Organization (PSU) =15 marks ii. For every additional Year with same = 5 Marks for each year
v	Interaction with Management Committee. (Applicants securing 60 marks in technical bid (out of 75 marks above) shall be eligible for interaction with the Management Committee)	**25 marks**

Note: -The bidders securing 70% & above marks in aggregate in Stage-I (Technical Marks + Interaction Marks) will be declared successful in technical bid evaluation and will qualify for Opening of their Financial Bid.

III. SELECTION CRITERION & AWARD OF WORK

The final selection shall be based on QCBS i.e., Quality and Cost based Selection process. The Financial bid of those bidders who will qualify in Stage-I of Technical bid evaluation, shall be opened at a later date and time duly notified to them in writing separately.

a. The financial bid(s) of only those bidders, who are short-listed after technical evaluation, would be opened.

b. All the bidders who qualify in the evaluation process shall be considered for H1 calculation.

c. The bidder will be selected as H1 on the basis of net total score arrived basis the scoring methodology defined in the bid.

d. Tender will be awarded on the basis of OCBS i.e., 70% Weightage for Technical bid + 30% Weightage for Financial bid and the bidder who score HIGHEST MARKS will be declared as H1 Bidder. Weightage of technical bid (Max 70%) will be calculated on total marks of technical evaluation scoring parameter. The "Technical Score" & “Financial Score “will be calculated using the formula, given below:

$$\text{Technical Score (T)} = \frac{\text{Bidder's Technical Score}}{\text{Highest Technical Score}} \times 100$$

$$\text{Financial Score (F)} = \frac{\text{Lowest Financial Price}}{\text{Bidder's Financial Price}} \times 100$$

The Final Score for a bidder will be calculated using the formula, given below:

Final Score = (Technical Score x 0.7) + (Financial score x 0.3)

The bidder obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the bidder securing lesser marks as H-2, H-3 etc.

The proposal securing the highest combined marks and ranked H-1 shall be recommended for award of contract. In the event two or more bids have the same score in final ranking, the bid with highest technical score will be H-1. In case of a discrepancy between amount in words and figures, the former will prevail.

DSIIDC shall not be obliged to furnish any information/ clarification/ explanation to the unsuccessful bidder as regards non-acceptance of their tender.

6. Submission of BID:

I. The BID covering letter (As per format given in Annexure -1) shall be submitted in sealed cover (hard copy) having the Title as "Engagement of Indirect Tax Consultant in DSIIDC".

II. The applications (BID) shall be submitted offline in sealed envelopes by hand/Post in the Office of Tax Cell of DSIIDC located at A-3/4, IIIrd Floor, State Emporia Building, Baba Kharak Singh Marg, New Delhi - 110001. The sealed envelopes would be accepted up to 4 PM on the closing date of submission of BID.

III. The applicant shall include the following documents (including but not limited to):

a. Covering letter responding to BID (Annexure -1)

b. The Proposal shall be submitted offline in Two Parts in envelops i.e., one for technical evaluation and another for financial proposal. Both the envelops are to be kept in one duly sealed larger envelope.

IV. Applicants shall submit the Proposal in the prescribed format (Annexure 1) in English language only and in case of documents and certificates in other languages, the same shall be supported with authenticated translation in the English language.

V. The Proposal shall be submitted along with a covering letter annexed with desired supporting documents and proof on the letter head of the Applicant and each page of the Document should be duly signed by the head or Authorized signatory of the Applicant under a seal.

VI. Each page of the proposal should be signed and serially numbered.

7. Amendments to BID:

a. At any time, prior to the due date of submission of the application, the DSIIDC may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the terms and conditions of BID through the issuance of corrigendum and addendum.

b. Any Addendum or Corrigendum in response to queries raised about this BID will be available only on the website of the Corporation.

8. Fraudulent and Corrupt Practices:

If an Applicant is found to have directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Tender Process, such Applicant shall not be eligible to participate in any tender or BID issued by the DSIIDC.

9. Right to accept or reject Application/Proposal:

I. Notwithstanding anything contained in this BID, DSIIDC reserves the right to accept or reject any proposal and to annul this Engagement Process and reject all proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof. DSIIDC also reserves the right to reject any application/proposal if:

a. At any time, a material misrepresentation is made or discovered, or

b. The applicant does not submit sufficient information as being asked for.

II. DSIIDC at its sole discretion and without incurring any obligation or liability, reserves the right, at any time to:

a. Suspend and/or cancel the tender process and/or amend/supplement the BID process or modify the dates or other terms & conditions relating thereto.

b. Consult any applicant in order to receive any clarification or further information about the proposal,

c. Engage or not to engage any applicant,

d. Retain any information and/or evidence submitted to the DSIIDC by or on behalf of, and/ or in relation to any applicant,

e. Independently verify, disqualify, reject and/or accept any and all submissions or other information and/or evidence submitted by or on behalf of any applicant.

10. **Validity of BID:**

BID shall remain valid for 30 days after the date of opening.

11. **Disputes:**

All legal disputes/Arbitration are subject to the jurisdiction of Courts at Delhi only.

12. **Modifications and Withdrawal of Proposal:**

No modifications to the BID application shall be allowed once it is received by DSIIDC.

13. **Shortlisting of practicing CA/CMA firm:**

The shortlisting of CA/CMA firm shall be taken up as follows:

I. The applications so received from applicants shall be evaluated by the Tender Evaluation Committee & Interaction Committee constituted by the Competent Authority of DSIIDC and its decision shall be final and binding.

II. Financial bids shall be opened only in case applicants qualifies technically.

III. The final list showing the shortlisted applicant will be uploaded on the official website of DSIIDC i.e. www.dsiidc.org

14. **Disclaimer:**
Mere submission of proposal does not confer any right for engagement.

15. **Contact Division:**
For any further details/clarification, if any, please contact
Taxation Division
Delhi State Industrial and Infrastructure Development Corporation,
A-3/4, IIIrd Floor, State Emporia Building,
Baba Kharak Singh Marg, New Delhi – 110001
email : **dsiidctax@gmail.com**

E-mail for clarification may be sent two days prior to the last date of submission of BID. E-mail received after the due date will not be considered.

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ANNEXURE-1

(FORMAT FOR COVERING LETTER)

To

The Chief Accounts Officer (Tax)
Delhi State Industrial and Infrastructure Development Corporation,
A-3/4, IIIrd Floor, State Emporia Building,
Baba Kharak Singh Marg, New Delhi – 110001

Dear Sir,

Ref: **Proposal for Engagement of Indirect Tax Consultant, DSIIDC**.

1. Being duly authorized to represent and act on behalf of………………… (Hereinafter referred to as "the Applicant"), and having reviewed and fully understood all the information provided in the document provided by the DSIIDC in respect of the captioned BID, the undersigned hereby submits the Applications in response to the BID.
2. We have studied the BID document carefully and understand that we shall have no claim, right or title arising out of any documents or information provided to us by the DSIIDC or in respect of any matter arising out of or concerning or relating to the shortlisting Process.
3. This statement is made for the express purpose of qualifying as an Applicant for the aforesaid BID.
4. We shall make available to DSIIDC any additional information it may find necessary or required to supplement or authenticate the qualification statement.
5. We understand that you may cancel the process at any time and that you are neither bound to accept any application that you may receive nor to invite the Applicants, without incurring any liability to the Applicants.
6. Our application is consistent with all requirements of submission as stated in the BID Document or in any of the subsequent communications issued by the DSIIDC. We would be solely responsible for any errors or omissions in our application.
7. We understand that any omission, DSIIDC or mis-statement in facts provided by us will make our application invalid at any time during the shortlisting Process and also after the engagement; the DSIIDC reserves the right to take appropriate action accordingly.

8. We understand that the DSIIDC reserves the right to accept or reject any or all the Applications and reserves the right to withhold and/or cancel the shortlisting Process without assigning any reason or otherwise.
9. We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the DSIIDC in connection with the engagement of applicant/firm, or in connection with the shortlisting Process itself, in respect of the above- mentioned activities and the terms and implementation thereof.
10. We agree and undertake to abide by all the terms and conditions of the BID Document.

…………………………………………
Signature of the Authorized Person

…………………………………

Seal of Applicant & Name of the Authorized Person with Date

ANNEXURE 2

APPLICANT DETAILS

Description of the works: Engagement of Consultant for Indirect Tax related matters

1	Name of the Bidder (Applicants/firms Name)	
2	Address of Corporate Office	
3	Address of Dealing Branch Office	
4	Telephone No, Fax No.	
5	Contact Person for the services with Telephone No, Email id	
6	Details of work experience with proof, strictly as per clause 5 of Bid	
7	Details of Applicants/firms: a) Details of partners or Directors i.e. their names, address, telephone numbers. b) Date of constitution of the Applicants/firms, Registration No. and place of Registration or incorporation c) PAN No./GST No.	
8	Does your Applicants/firms have an existing relationship with DSIIDC? Describe the nature and extent of this relationship. OR If worked with DSIIDC earlier, give details of the period for which worked and under what name & style.	
9	Number of qualified professionals engaged on full time basis.	
10	Whether blacklisted/debarred/or any criminal case or FIR filed against any partner or proprietor or director or convicted by any Court of Law or any other Act pending in any other Court of Law if so, give details.	

I/We hereby certify that the information furnished above is full and correct to the best of our knowledge. I/We understand that in case found any deviation in the above statement at any stage, our company can be black-listed and will not have any deal with the DSIIDC in future.

Signature, name and designation of authorized signatory

Date: -

Note: - All the documents in support of the above details must be enclosed by the bidder.

ANNEXURE 3

UNDERTAKING BY APPLICANT

1	Has the applicant banned /declared ineligible for corrupt and fraudulent practices by the Govt. of India / State Governments / RBI / ICAI / ICMAI and should not have any disciplinary proceedings pending against it or any of the partners with ICAI/ICMAI.	Yes/No
2	Has the Applicant under debarment/blacklist period for breach of contract/fraud/corrupt practices by any Scheduled Commercial Bank/ Public Sector Undertaking / State or Central Government or their agencies/ departments on the date of submission of bid for this BID.	Yes/No

It shall be deemed that by submitting the proposal, the applicant undertakes the following: -

i. That all information furnished is true and correct and the applicant/firm is not facing disciplinary action before any agency in India.
ii. They acknowledge and accept the risk of inadequacy, error or mistake in the information provided in this invitation document or furnished by or on behalf of DSIIDC.
iii. There shall be no future conflict of interest between DSIIDC and the engaged Consultant.
iv. Consultant must practice Firewall Policy within dealing with contrary interests or confidential information.

Note: If any information in this schedule is found to be incorrect or concealed, Qualification application will summarily be rejected.

..
Signature of the Authorized Person

..

Seal of Firm & Name of the Authorized Person & Date

ANNEXURE 4

FINANCIAL BID (PRICE SCHEDULE)

Sl No	Description of items	Estimated Retainership Fee	Qty Nos.	Retainership fee inclusive of all expenses (to be quoted by Bidder)
1	Indirect Tax Consultant	Rs. 1,00,000/-	01	In figures Rs.. In words Rupees.. ....

Signature of the Bidder along with seal

Notes:-

1. The Financial part shall be inclusive of all charges and out of pocket expenses towards travel, documentation and communication etc. except GST as applicable.