

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	14-08-2026 18:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	14-08-2026 18:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	60 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Jal Shakti
विभाग का नाम/Department Name	Department Of Water Resources River Development And Ganga Rejuvenation
संगठन का नाम/Organisation Name	Wapcos Limited
कार्यालय का नाम/Office Name	Wapcos Limited
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :asa@wapcos.co.in Buyer Email id: buycon29.mwrrdgr.hr@gembuyer.in
वस्तु श्रेणी /Item Category	Financial Advisory Services - Offsite; Engagement of Chartered Accountant Firm for providing GST related professional services
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	25 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
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	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
क्रेता के लिए उपलब्ध आईटीसी/ITC available to buyer	Yes
लागू आरसीएम/RCM Applicable	Yes
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	5300000
Payment Timelines	Payments shall be made to the Seller within 45 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	100000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने हैं। 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.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

WAPCOS Limited
WAPCOS Limited, 76-C, Institutional Area, Sector -18, Gurugram -122015
(Wapcos Limited)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.

4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. 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.
6. 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.
7. 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.
8. 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.

जीएसटी की धारा 9(3)|/Section 9(3) Of GST

Where ever RCM is applicable, sellers (Regular GST registered seller who opted out of FCM , unregistered seller, seller registered under composition scheme)will be forced to put Zero GST and GST cess in their bids. Buyer will have liability of paying the GST and GST cess to the government on the specified rate mentioned by them in this Bid.

जीएसटी की धारा 9(3)| / Section 9(3) Of GST

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If the buyer has mentioned MSE purchase preference in ATC then service provider is required to upload necessary documents for MSE purchase preference for verification by the buyer during evaluation.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of work to be uploaded by buyer:[1785844697.pdf](#)

Financial Advisory Services - Offsite; Engagement Of Chartered Accountant Firm For Providing GST Related Professional Services (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
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विवरण/ Specification	मूल्य/ Values
कोर / Core	
Deployment Location	Offsite
Category of financial advisory service	Engagement of Chartered Accountant Firm for providing GST related professional services
Sub-category of Financial Advisory Services	As per tender document
Financial Advisory Reports	Yes
Frequency of Progress Report	As per tender document
Type of Professional/Resources required	As per tender document
Qualification of Professional/Resources required	As per tender document
Certification of Professional/Resources required	As per tender document
Total Experience of Professionals / Resources (In years)	As per tender document
एडऑन /Addon(s)	
Post Financial Advisory Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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इनपुट कर क्रेडिट(आईटीसी) तथा रिवर्स प्रभार (आरसीएम)/Input Tax Credit(ITC) and Reverse Charge(RCM) Details

जीएसटी पर इनपुट कर क्रेडिट /ITC on GST	जीएसटी उपकर कर क्रेडिट /ITC on GST Cess	लागू आरसीएम/RCM Applicable	रिवर्स प्रभार के अनुसार जीएसटी/GST as per RCM	रिवर्स प्रभार के अनुसार जीएसटी उपकर 1 /GST Cess 1 as per RCM	वैकल्पिक रिवर्स प्रभार /Optional RCM
18%	NA	Yes	18%	NA	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Roopa Maini	122015,Plot No 76C, Institutional Area, Sector 18, Gurugram	Project / Lumpsum Based	N/A

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

1. Generic

OPTION CLAUSE 25% : 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, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. Buyer Added Bid Specific ATC

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

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.

12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. 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 catalogues 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. 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 General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

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 कार्यवाई 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---

WAPCOS LIMITED
(A Government of India Undertaking)
NOTICE INVITING TENDER (NIT)
(Through GeM Portal)

1. **Name of Work** : Engagement of Chartered Accountant Firm for providing GST related professional services.
2. **Period of Contract** : Initially for One (1) years, extendable further by 1 year on year basis based on satisfactory performance and mutual consent, on same terms & conditions.
3. **Scope of Work**

The selected firm shall provide assignment-wise professional services including but not limited to:

- The firm shall provide professional services and assistance in GST related matters and render advices, attend to proceedings of assessment, notices, litigation matters, appeals including preparation drafting and filing of appeals and representation of cases before authorities including 1st Appellate Authorities.
- Drafting of appeals, applications, and statements of facts and grounds of appeal before the Hon'ble GST Appellate Tribunal (GSTAT), representing the Company (including through virtual hearings), attending virtual hearings, and providing professional advice and assistance until the final disposal of the assigned appeals by the Tribunal.
- Drafting and filing of replies to Notices / SCN / DRC-01 / DRC-07 / Audit queries (CAG / Departmental / DGGI etc.).
- Preparation & Filing of GST Annual Return (GSTR-9) and Reconciliation Statement (GSTR-9C).
- Drafting of additional submissions, rejoinders, etc.
- Representation before GST authorities and appellate forums.
- Issuance of certificates and certifications as required under GST laws by a Chartered Accountant
- Advisory on GST related matters and compliance issues.
- The scope includes existing / ongoing cases as well as future cases.
- The manpower must be deployed onsite as and when required by WAPCOS.
- WAPCOS Limited is registered in 32 States / UTs.

4. **Eligibility Criteria**

The bidder must fulfil the following minimum eligibility requirements:

1. The bidder shall be a Chartered Accountant Firm with a minimum of 5 (Five) years of experience in professional practice.
2. The bidder shall have at least 5 (five) years' experience in handling GST-related matters.
3. The bidder should have minimum annual average Turnover of Rs. 25 Lakhs in last Three Years.
4. The bidder shall have successful experience in drafting & filing appeals, handling GST audits, assessments and appellate proceedings. The bidder must have handled at least 5 (five) GST appeal/litigation cases during the last 3 (three) years. Supporting documents must be enclosed.
5. The bidder shall have successful experience in drafting and filing of appeals and representation of cases before 1st Appellate Authorities & the Hon'ble GST Appellate Tribunal (GSTAT).
6. The bidder shall have successfully handled at least 3 (three) similar assignments as mentioned in Scope of work for PSUs or State/Central Government Departments/Agencies having an annual turnover of more than ₹1,000 crore during the last 5 (Five) years. Copies of relevant work orders must be attached as proof.
7. The bidder should not be blacklisted/Debarred from any Central/State Government agency/Department in last 3 Years. An undertaking on the letterhead of the bidder must be submitted alongwith the bid.
8. The bidder must possess valid and current:
 - Firm Registration Certificate
 - PAN
 - GST Registration

5. **Bid Submission**

Tender shall be submitted on GeM Portal in a Single-Stage Two-Bid System:

- Part-I: Technical Bid
- Part-II: Financial Bid

6. Evaluation Criteria

- Technical Bids shall be evaluated first.
- Financial Bids of only technically qualified bidders shall be opened.
- WAPCOS Limited reserves the right to accept or reject any or all bids without assigning any reason.

7. Payment Terms

1. Monthly Retainership

- Payment shall be made on a monthly basis against submission of invoice.
- Invoice to be raised at the end of each month.

2. Annual Return Filing - GSTR-9 & GSTR-9C

- 60% of the amount payable on submission of draft returns/reconciliation.
- 40% balance payable after final filing and submission of acknowledgment.

3. CA Certification Charges

- Payment shall be made per certificate on submission of duly signed certificate along with invoice.

4. GST Appeals before the Hon'ble GST Appellate Tribunal (GSTAT)

- 70% of the professional fee upon successful filing of the appeal before the Hon'ble GST Appellate Tribunal (GSTAT).
- 30% of the professional fee upon completion of the agreed scope of services, including representation before the Hon'ble GSTAT (up to two virtual hearings, wherever applicable) and completion/disposal of the assigned matter or conclusion of the engagement for that appeal.

8. Earnest Money Deposit (EMD)

Rs. 1,00,000.00 (Rupees Ten thousand only) (Refundable) in the form of RTGS/NEFT/D.D./FDR in favors of 'WAPCOS Limited' payable at Gurugram, Haryana

The bank account as per details:

Name of Bank: Indian Overseas Bank

Bank Account Number: 193502000000405

IFSC Code: IOBA0001935

Branch Name: National Horticulture Board (NHB) Building, G-85, Industrial Area, Sector-18, Gurugram- 122015, Haryana

9. Performance Security: 3% of the contract value.

10. Taxes & Duties

- GST shall be paid extra as applicable on submission of proof of deposit.
- TDS / Income Tax and other statutory deductions shall be made as per rules.

11. Confidentiality

The firm shall maintain strict confidentiality of all data, documents and information of WAPCOS. This obligation shall survive even after expiry/termination of the contract.

12. Liquidated Damages

In case of delay in completion of assigned work, WAPCOS may levy LD @ 0.5% of the assignment value per week, subject to maximum of 10% of the assignment value.

13. Termination

WAPCOS may terminate the contract, in full or part, by giving 30 days' notice in case of unsatisfactory performance, breach of terms, or at its convenience without assigning any reason.

14. Force Majeure

Neither party shall be liable for failure to perform obligations due to Force Majeure events such as natural calamities, war, strikes, etc., subject to timely notification.

15. Conflict of Interest

The firm shall not have any conflict of interest with the work of WAPCOS. Any such situation arising during the contract shall be immediately disclosed.

16. Indemnity

The firm shall indemnify WAPCOS against any loss, claim, penalty or legal proceedings arising due to negligence, error or omission on part of the firm.

17. Bid Validity

60 days from the date of opening of Technical Bid.

18. Tender Inviting Authority**Additional Chief Manager (Finance)**

WAPCOS Limited

76-C, Sector-18, Gurugram - 122015 (Haryana)

19. Last date and time of online bid submission & Opening of Bids:

- Last date and time of online bid submission-Ten (10) days from publishing of tender on GeM Portal.
- Opening of Technical Bids: As per GeM Portal.
- Opening of Financial Bids: Date & time shall be intimated only to technically qualified bidders

PART - I: TECHNICAL BID FORMAT

1. Bidder Details

Sl. No.	Particulars	Details
1	Name of Firm	
2	Constitution (CA Firm / LLP / etc.)	
3	Address of Head Office	
4	Contact Person & Mobile No.	
5	Email ID	
6	Year of Establishment	
7	Total Years of Experience	
8	PAN	
9	GST Registration No.	

2. Experience Details

Sl. No.	Name of Client	Nature of Work (GST / IT)	Period	Remarks

3. Documents to be enclosed

- Firm Registration Certificate
- PAN Copy
- GST Registration Certificate
- Profile of the Firm
- Work Orders

Declaration: Certified that the information furnished above is true and correct.

Signature & Seal of the Firm

UNDERTAKING BY BIDDER

We hereby certify that we have read and understood all terms & conditions of the tender and agree to abide by the same.

Signature & Seal of the Firm Date: _____ Place: _____

PART - II: FINANCIAL BID

Sl. No.	Item Description	Quantity	Unit	Rate (INR)	Total Quoted Amount (INR)
		(A)	(B)	(C)	(D=A x C)
1	Lump sum Monthly Retainer ship Charges for Comprehensive GST Compliance, Litigation Support & Advisory Services including drafting & filing of appeal ,replies to Notices / SCN / DRC cases, Audit Queries, Representation before GST Authorities at any level, Advisory & Opinions, Routine GST Correspondence & Compliance Support for WAPCOS Limited (as mentioned in Scope of work)-	12	Month		
2	Preparation & Filing of GST Annual Return (GSTR-9) and Reconciliation Statement (GSTR-9C) for the year 2024-25 onwards	1	Year		
3	CA Certification Charges (Approx. 100 certificate per annum) - payment will released subject to actual.	100	Nos.		
4.	Drafting, Filing and Representation in GST Appeals before the Hon'ble GST Appellate Tribunal (GSTAT) (Aprrox 20 cases per annum)	20	Nos.		
	Total amount inclusive of GST:				

Note: - Out-of-Pocket Expenses (OPE), including statutory filing fees, travel, boarding, lodging, courier, photocopying and other incidental expenses, if any, shall be reimbursed on submission of invoice/supporting documents/bills and subject to approval by WAPCOS Limited.