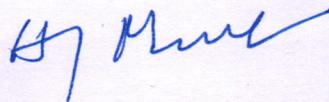


RETENDER

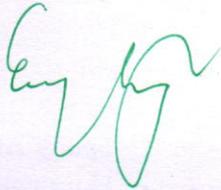
CONSULTANT - VAT / GST FOR THE FINANCIAL YEAR 2018-19

TERMS OF REFERENCE

1. KRIDL is a Government of Karnataka undertaking registered under Company Act 1956/2013 engaged in Civil Constructions entrusted by Government of Karnataka and various Boards and Corporations all over the State with its Head Office at Grammenabhiruddi Bhavan, Ananda Rao Circle, Bangalore-560 009.
2. The Company is having 6 Zones, 40 Divisions and 90 Project Offices - Sub-Divisions (and any subsequent additions/deletions) with Annual turnover of more than Rs.3000.00 Crores. The Zonal Offices are located in Bangalore (2 Zones), Mysore, Chitradurga, Belgaum and Gulbarga.
3. The Company has around 90 Project Offices - Sub-Divisions (and any subsequent additions) located all over the State, works are executed at Sub-Division Level and Accounts are generated at Project level and for Establishment expenses and investments at Head Quarters, Bangalore.
4. Assistant Engineers and Junior Engineers execute the work and submit monthly accounts to the Assistant Executive Engineer (AEE) of the respective Sub-Division. The AEE conducts 100% check measurement and submits the monthly accounts to Executive Engineer (EE) at the Division level for acceptance. EE carries out 25% check measurement of the works and accepts the accounts and forwards the same to the Head Office.
5. The accounts received from AEE/EE are consolidated at the Head Office and Financial Statements are prepared. Statutory Auditor appointed by C & AG conducts audit of the Financial Statements which are approved by the Board and gives its Report. The Audited Financial Statements along with Statutory Auditor's Report will be submitted to C & AG. C & AG will conduct audit of the Financial Statements and gives his Comments Certificate which will be placed in the AGM and Accounts are adopted.
6. The Company maintains books of Accounts under Tally 9 version and monthly Accounts of the Projects are received by the Audit Officers stationed at Head Quarters. Database are synchronised at Headquarters on a daily basis.

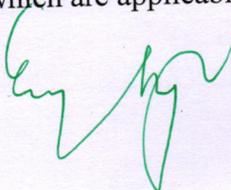
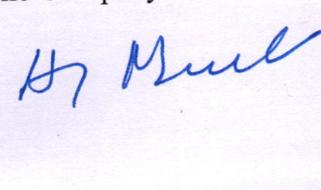


7. The Company has Zone wise Audit Officers who scrutinize the monthly Accounts received from the Projects and pass on to Internal Auditors for their verification as per the Scope of Audit and submit their Quarterly Audit report.
8. Depending on work load, Company may open/close some Sub-Division in the year of Audit, which should also be considered for Audit.

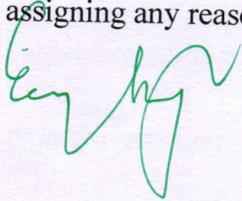


**SCOPE OF WORK OF CONSULTANT - VAT / GST FOR THE
FINANCIAL YEAR 2018-19**

1. The Consultant to coordinate with Audit Officers(AOs), KRIDL, Headquarters to get the purchases and Sales details for all 90 Project Offices - Sub-Divisions (and any subsequent additions). The purchase bills are to be verified about its veracity before taking in put tax credit.
2. The consultant shall verify the monthly Sub-divisions accounts and Head office accounts, consolidate the same and file GST return monthly in GST regime as per prescribed procedures under the law.
3. Providing information on any mismatch of Input Tax credit availed to, Zonal Audit Officers at the Head Office, so that they can coordinate with the Project Offices and get the rectification done.
4. Calculation of appropriate taxable value considering the GST input tax available.
5. Application of appropriate tax rates, abatements and exemptions and arriving at the Tax Amount Payable/Refundable.
6. Procedurally filing GST monthly returns of 90 Project Offices (and any subsequent additions) in Karnataka within the due dates.
7. Procedurally making application for refund under GST if any.
8. Procedurally filing the Annual Returns under the GST.
9. Conducting the annual audit under GST and filing the Annual GST Audit Report Online.
10. The Consultant to assist and coordinate Audit with C&AG, Statutory Auditor, Internal Auditor and GST Authority, to reply for observations/notices by these Authorities and represent the Case on behalf of the Company before the appropriate authority pertaining to GST.
11. Apprising and updating the company on the latest changes in VAT / GST and Company Act and advice on the TDS matters, and assisting KRIDL in remitting the same before the due dates.
12. The Auditor should also give opinion on VAT, GST, whenever requested by KRIDL. They should also appraise and update the Company on latest amendments in IT Act, TDS matters, Company law having impact on GST and any other laws which are applicable to the Company.

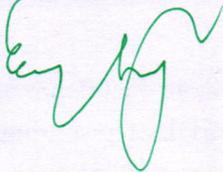
 

13. Advising on a regular basis for good tax planning under the GST.
14. Attend to any other work relating to GST/VAT entrusted by Managing Director and Chief Finance Officer from time to time.
15. The Professional Fees will be paid once in a quarter, after ascertaining that the Consultant has carried out the filing of GST as per the provisions of the GST Act. However, the payment for the 4th Quarter will be made only after filing of the annual returns to the GST Authority.
16. **The Consultant to comply with all the provisions of the VAT/GST Act and Rules thereunder made from time to time by the appropriate authority.**
17. Managing Director reserves the rights to accept or reject any or all tenders without assigning any reason.



**ELIGIBILITY CRITERIA FOR APPOINTMENT OF CONSULTANT -
VAT / GST FOR THE FINANCIAL YEAR 2018-19**

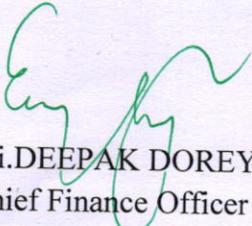
1. Should be a Chartered Accountant/ Cost Accountant / VAT/ GST Practitioners having minimum 5 years of professional standing and having registered office in Karnataka [Copy of Registration Certificate issued by the respective institute to be submitted]
2. Should have been Registered under GST [Copy of GST registration certificate to be submitted].
3. Should have a minimum turnover of Rs.25 lakhs each during the financial years 2015-16 and 2016-17 [copy of financial statements for two years to be submitted].
4. Should have handled monthly/annual return filing – VAT or GST, for clients engaged in works contract/ construction activity having minimum turnover of Rs.500 Crores. for a single agency/client. Preferably Central or State PSU engaged in civil works. [Name of the clients to whom such services are rendered along with copies of the VAT returns for either of 2015-16 or 2016-17 to be furnished, and GST returns for 2017-18 if any].
5. Should have experience in handling VAT or GST Appeal matters before the departmental authorities [Copies of first page of atleast 2 Assessment Order stating the name of the partner as authorised representative to be submitted].
6. The firm should have experienced paid assistants. The requisite number of experienced assistants should be deployed throughout the year at KRIDL Head Quarters for filing returns under the GST Act, 2017.



SUBMISSION, RECEIPT, AND OPENING OF PROPOSALS

1. The original Proposal (**Technical Proposal SEPARATELY** containing the Qualification Details for the assignment and **Financial Proposal SEPARATELY**) shall be prepared in indelible ink. It shall contain no inter-lineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be initialed by the person or persons who sign(s) the Proposals.
2. An authorized representative of the Consultant signs all pages of the Proposal.
3. The Technical Proposal shall be placed in a SEPARATE sealed envelope clearly marked "Technical Proposal," and the Financial Proposal in a SEPARATE sealed envelope clearly marked "Financial Proposal" and warning: "Do Not Open with the Technical Proposal." Both envelopes shall be placed into an outer envelope and sealed. This outer envelope shall bear the submission address - **The Managing Director, Karnataka Rural Infrastructure Development Limited, 4th Floor, Grameenaabhivrudhi Bhavana, Ananda Rao Circle, Bangalore - 560009.**
4. The Consultant should give their Financial quote "**PER SUB-DIVISION PER MONTH**" excluding applicable taxes.
5. The completed Technical and Financial Proposal must be delivered at the submission address on or before 5.00 pm, on 5th May, 2018. Any Proposal received after the closing time for submission of proposals shall be returned unopened.
6. The Technical Proposal shall be opened on 7th May, 2018 at 11.00 am. The Financial Proposal shall remain sealed and deposited with KRIDL. These Financial proposals of Technically Responsive bids would be opened after duly informing the qualified bidders.
7. Any clarification regarding submission of tender can be obtained from:

Sri.H.M.MUKANDAPPA,
Chief Finance Officer – 2.
Mobile No.9449863038 / 08028015609


Sri.DEEPAK DOREYAWAR
Chief Finance Officer – 1


Sri.H.M.MUKANDAPPA
Chief Finance Officer – 2

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

FROM: (Name of
Consultant)

TO: (Name and Address of
Client)

Subject: Hiring of Consultants' Services for "**Consultant - VAT / GST FOR THE FINANCIAL YEAR 2018-19**" Financial Proposal.

We, the undersigned, offer to provide the consulting services for the above in accordance with your Notice Inviting Tender. Our Financial quote "**PER SUB-DIVISION PER MONTH**" excluding applicable taxes is for the sum of Rs.....[Amount in words and figures].

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:
Name and Title of Signatory:
Name of the Consultant:
Address: