

Dated: 25.02.2021

NIT NO. : TD/HR/NIT/20-21/ 59

Sealed tenders are hereby invited by the Divisional Manager, Tamluk Division, from the intending bidders for engagement of Tax Consultant/Tax firm at Tamluk Division Office.

Scope of the work:

Sl no.	Description of Work	Period
01.	Return of 24Q quarterly	One (1) Year
	Return of 26Q quarterly	
	Return of 27EQ quarterly	
	P. Tax return yearly	
	16A-26Q quarterly	
	16-Part-A& Part B 24Q yearly	
02.	Correction or rectification of outstanding demand of TDS return	One Time Settlement

Terms and conditions:

1. The Agency/Firm/Consultant will be responsible for doing all kind of Tax related problem under Tamluk Division as per the scope of work and as per direction of AM (F&A), Tamluk Division.
2. The Agency/Firm/Consultant must have minimum Three (3) years' experience in this field.
3. Validity of tender: 60 days from the date of opening of tender.
4. Liquidated damage: The L.D. will be imposed in case of any delay, failure in compliance of different statutory laws @  $\frac{1}{2}$  % per week or part thereof subject to maximum 10 % of the order value which shall be recovered from the bill.
5. For any penalty, fine which has been calculated due to non-compliance/late-compliance/wrong-compliance by the agency/firm/consultant shall be recovered from the agency's bill if data provided before due date.
6. Payment: Payment shall be made against receipt of triplicate tax invoice and challan after successfully completed of work.
7. Date of issuance of NIT: 25.02.2021.
8. Last date of submission of tender: 05.03.2021 at 1.30 pm
9. Tender opening date: 05.03.2021 at 4pm.

10. GST: GSTIN certificate to be submitted along with the bid documents by the bidder (as applicable).
11. Bank details: Bank details and PAN to be submitted by bidders along with bid documents.
12. WBSEDCL reserves the right to accept/reject any or all tender or to split the work amongst more than two bidders or to cannot the tender at any stage without assigning any reason whatsoever.
13. Intending bidders are hereby requested for any clarification regarding the scope of work may please contact with Assistant Manager (F&A), Tamluk Division with his own cost before submission of tender.
14. Any other terms and conditions if any should be clearly mentioned in your offer. Offer by Fax/e mail will not be accepted.

*Pradip Samanta*  
25/2/21

(Pradip Samanta)  
DE & Divisional Manager  
Tamluk Division  
Dated: 25.02.2021

Memo no: TD/HR/NIT/20-21/59/ 2149 (i-vii)

Copy to

1. The Zonal Manager, Medinipur Zone, WBSEDCL, For kind information.
2. The Regional Manager, Purba Medinipur Region: For kind information.
3. The Advisor & AGM, Corporate communication, Vidyut Bhavan, with request for publication on departmental website.
4. The Manager (HR&A), Purba Medinipur Region, For kind information and displaying on notice board.
5. The Assistant Manager (F&A), Tamluk Division: For kind information.
6. The I.C Store / TD
7. Notice board of Tamluk Division office.

*Sk Hillol Babu*  
25/2/21

(Sk Hillol Babu)  
Assistant Manager (HR&A)  
Tamluk Division