

## Response to Queries related to RFP for Appointment of GST Consultant



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Ref No.: **ASTC/HO/ACCOUNTS/GST/8/0662/5283**

**Sub: Corrigendum on RFP for Appointment of GST Consultant**

With reference to the tender reference number **ASTC/HO/ACCOUNTS/GST/8/0662** dated 14<sup>th</sup> November, 2019 related to '**Appointment of GST Consultant**', a pre bid meeting was held on 27<sup>th</sup> November 2019 at ASTC HQ, Paltan Bazar, Guwahati.

Subsequent to evaluation of queries, this corrigendum consists of the following sections

- a) Amendments in RFP Clauses
- b) Response to Queries from Bidders

The amendments/responses/clarifications to all the queries raised by the interested bidders during the pre-bid meeting are attached with this letter. Bidders are requested to make note of all changes and prepare their responses accordingly.

**Anand Prakash Tiwari (IPS)**  
Managing Director, ASTC

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### Amendments in RFP Clauses

#	RFP Reference	Current Clause	Amended Clause
1.	Para 4.3 – Proposal Evaluation; Pg 24, point 3	For fulfilling the base criteria:  i. 5 marks. For each continuous year of engagement as consultant	The revised text is as below:  For fulfilling the base criteria:  i. 5 marks. For each continuous year of engagement as consultant in last 5 years (2018-19, 2017-18, 2016-17, 2015-16, 2014-15)
2.	Para 4.5 – Contract Finalization and duration of contract (Indemnification); Page 28	The GST consultant firm shall at their own expenses, indemnify the Corporation against any loss on claims due to loss of data/ damage to data of the Corporation arising as a consequence of breach of any clause in terms and conditions of the agreement	The revised text is as below: The GST consultant firm shall at their own expenses, indemnify the Corporation against any loss on claims due to loss of data/ damage to data of the Corporation arising as a consequence of breach of any clause in terms and conditions of the agreement. The aggregate liability to the client under this RFP/ engagement will be limited to the fees paid to the consultant for the said engagement.
3.	Point No. 4 (Sub point ii); page 25	Marks for every IT person with max. of 4 Marks	The amended text is as below: The qualification for an IT person is as below: a) CA professionals having DISA/ CISA qualification would be considered. b) CA professionals who have passed certificate course on GST would be considered
4.	Para 4.3 - Proposal Evaluation, SI No 1 page 24"	Minimum 5 Professional Qualified Staff	The amended text is as below: Professional Qualified Staff shall include CS/ CA/ Legal (if engaged in tax consultancy) professionals employed with the Firm
5.	Para 4.3 - Proposal Evaluation, SI No 2 and 3 page 24"	No. of years of experience in Indirect Taxation consultancy	The amended text is as below: Indirect Taxation Consultancy shall include the following a) Audit conducted under various Indirect Tax Act. b) Return Filing responsibility under various Indirect Tax Act.



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### Response to Queries from Bidders

#	RFP Reference	RFP Contents	Points of Clarification	ASTC's response
1.	General	-	For those bidders who have participated in the 1 <sup>st</sup> call of the Tender, should they re-submit the tender fee?	For those bidders who have participated in the 1 <sup>st</sup> call of the Tender, tender fee need not be submitted again, old copy shall be used.
2.	General	-	Please mention number of divisions, stations, depots across Assam, so that bidders can account for travel costs.	Requested details are as follows: 1. No. of Divisions – 10 2. No. of Stations – approx. 100
3.	Para 4.2 – Eligibility Criteria (Sr. No. 5); Page 23	The firm should have an average turnover of atleast Rs. 20 lakhs in last 3 years and as a documentary evidence copy of Audited financial Accounts of the firm and Income Tax Returns for 3 years: FY 16-17, 17-18 & 18-19 is to be submitted	In case the Audited financial Accounts and Income Tax Returns for FY 2018-19 is still pending, can we provide the details for the FY 15-16, 16-17 & 17-18	In case the Audited financial Accounts and Income Tax Returns for FY 2018-19 is still pending, details for the FY 15-16, 16-17 & 17-18 can be submitted.
4.	Para 4.5 – Contract Finalization and duration of contract (Indemnification); Page 28	The GST consultant firm shall at their own expenses, indemnify the Corporation against any loss on claims due to loss of data/ damage to data of the Corporation arising as a consequence of breach of any clause in terms and conditions of the agreement	Since the indemnity clause does not specify the extent of the Bidders indemnity, we seek clarifications whether the aggregate liability to the client under this RFP/ engagement be limited to the fees paid to the consultant for the said engagement	The aggregate liability to the client under this RFP/ engagement will be limited to the fees paid to the consultant for the said engagement.
5.	Para 5 – Terms of Reference (Scope of Work – 1d); page 29	To assist ASTC in reconciliation of revenue/ expenses as per books and returns and filing of monthly/ quarterly/ annual returns from July 2017 to March 2021	In this regard, we seek clarifications with respect to the following: a. No. of GST registrations Assam State Transport Corporation is presently having;	a) No. of GST registrations Assam State Transport Corporation is presently having – 1 (one) b) The status of the monthly GST returns already filed and pending as

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			<p>b. The status of the monthly GST returns already filed and pending as on 31 July 2019;</p> <p>c. Since the period of compliance is July 17 to March 21, GST Annual Returns for the FY 2017-18, 2018-19, 2019- 20 and 2020-21 shall be applicable. However, as of now the due date of GST Annual Returns for the FY 2017-18 is 31 August 2019. We seek clarification as to whether the successful bidder shall be required to assist in submission of the GST Annual Returns for FY 2017-18 also'</p> <p>d. The said clause only speaks of assistance in GST monthly/ quarterly/ annual return, shall the scope of work also involve signing/preparation of the GST Audit report in terms of Section 35(5) of the Central Goods and Services Tax Act, 2017</p>	<p>on 31 July 2019 – No GST filings till date.</p> <p>c) Successful bidder shall be required to assist in submission of the GST Annual Returns for FY 2017- 18</p> <p>d) The scope of work also involves signing/ preparation of the GST Audit report in terms of Section 35(5) of the Central Goods and Services Tax Act, 2017</p>
6.	Para 2.2 – Eligible Bidders; page 20	Bids may be submitted by only a Sole Bidder. The Sole Bidder must be a company/ partnership firm/ LLP, which has the capabilities to deliver the entire scope of work as mentioned in the RFP.	Request to clarify if 'Network firms' operating under same brand name are allowed to participate.	'Network firms' operating under same brand name are allowed to participate.
7.	Para 4.2 – Eligible Bidders; page 22	The Applicant Firm/ bidder must be either a registered CA/CMA	As per ICAI guidelines, any foreign entity operating in India cannot execute attestation services.	ASTC would consider credentials of Indian and multinational firms interchangeably.



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			Therefore multinational firms tie-up with an Indian entity for attestation services.	
8.	Para 4.2 - Eligibility Criteria SI No 2, page 22	Preference will be given to those firms which are dealing at corporate level in Service Tax / GST Matters with PSU's or Government Agencies	What preference shall be given as the proposal evaluation does not provide special marks for dealing in service tax/ GST Matter in PSU or Government Agencies?	Please refer to Section 4.3, Criteria 3 (ii) PSU Transport Corporation experience for 1 year or more - 10 marks



Anand Prakash Tiwari (IPS)  
Managing Director, ASTC