

**Clarifications subsequent to pre-bid meeting held on 10.08.2018 for expression of interest "For empanelment of Chartered Accountant" (Ref. : Council's Tender letter No. F.No.1-1/2016-CCRAS/CA/575 dt.03.08.2018).**

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**I.Scope of work:-**

**Sl. No.4** The participants wanted elucidation of " Reconciliation and adjustment of Opening and Closing balances of 28 decentralized Unit and CCRAS HQ (Monthly)".

**Clarification:** It was informed to them that in the Annual Accounts 2016-17 difference adjusted has been shown where according to Annual Accounts 2010-11 there was no difference (of this type) in the Annual Accounts. It is clarified that the reconciliation has to be carried out appropriately from the earlier years.

**Sl. No. 5 to 11** Relating to obtaining TDS exemption certificate from I.T., Correction/ rectification /reply of notices received from TDS/I.T. Department /GST Department, Downloading of TDS certificates, Filing of TDS returns, I.T returns and GST returns etc.

**Clarification:** So far as these columns are concerned vetting and filing is required for CCRAS Hqrs. New Delhi only. Data for the same will be compiled and furnished by the CCRAS, HQ. New Delhi.

**II. The firms were of the opinion to qualify whether escalation in service charges are admissible**

**Clarification -** It was clarified that any additional cost may be incorporated in item No 12 of Financial Bid – We may add Col. No. 12 to financial bid "Any other cost."

**III. Terms & Conditions:-**

**Col.No.(i)** The participants wanted that "year to year" may be clarified to indicate minimum no. of year of contract.

**Clarification :** Contract may be extended up to three year on year to year basis subject to satisfactory performance. For yearly cost escalation if any Sl. No. 12 " Any other cost" against which escalation if any, can be mentioned.

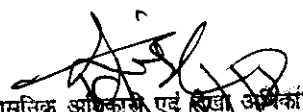
**IV.** As per tender Sealed quotations should be sent in sealed envelope and addressed to "The Director General, CCRAS No.61-65, Institutional Area,Opp."D" Block, Janakpuri, New Delhi-110058 on or before 23.08.2018 upto 4:00 P:M by post. The firms suggested that in addition to sending the tender by post, by hand delivery in tender box also may be permitted.

**Clarification -**The suggestion was accepted and the firms were told that the Tender/Quotation may also to be dropped in CCRAS Hqrs.Tender Box located at IIInd floor in front of LIFT corridor.

**IV. To Explain Evaluation Criteria :**

**Clarification -** L-1 will be decided by totaling of all rates quoted in r/o Scope of work under Sl. No. 01 to 12 and in case any firm gives consolidated cost the same will also be considered.

In view of above, clarifications to be added to the tender, the due date for acceptance of the said tender is extended upto 31.08.2018.

  
प्रशासनिक अधिकारी एवं वित्त अधिकारी  
Administrative Officer & Accounts Officer  
के.आ.धि.अनु. विंगेट, नई दिल्ली  
CCRAS, New Delhi

**ANNEXURE-I**

**Revised Financial Bid to Empanel "Chartered Accountant for providing professional services" for the financial year 2018-19.**

**To,**

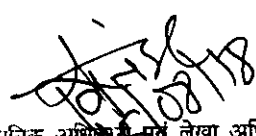
The Director General, CCRAS,  
No. 61-65, Institutional Area,  
Opp. 'D' Block, Janakpuri,  
New Delhi - 110058

Sl. No.	SCOPE OF WORK	Amount Rs.
1	Preparation of statement of six heads Release/FDR,s, Receipt and Payment Accounts (Trial Balance) Institution/ Unit wise of 28 Decentralised Units. (Monthly)	
2	Consolidation of Receipt and Payment Accounts (Trial Balance) Institutes/Unit wise of 28 Decentralised Unit. (Monthly)	
3	Preparation of Receipt and Payment Accounts Income Expenditure Accounts, Balance Sheet and Utilization Certificate of six heads of GIA/GPF/Piplyadi Yoga/ GTP/Comprehensive Data Base / New Pension Scheme/ NEIFM Pasighat/ NEIAH Shilong/ Pension/ DST/ User Charges/ SBI collect/FDR etc. (Monthly)	
4	Reconciliation and adjustment of Opening and Closing balances of 28 Decentralized Unit and CCRAS HQ. (Monthly)	
5	Obtaining TDS Exemption Certificate from Income Tax.	
6	Correction/Rectification/Reply to Notices received from TDS/ Income Tax Department.	
7	Correction/Rectification/Reply to Notices received from GST Department.	
8	Downloading TDS certificates.	
9	Filing of TDS returns	
10	Income Tax returns	
11	Filing of GST returns	
12	Any Other Cost	
	<b>Total Rs.</b>	
	<b>ADD GST and other taxes if any Rs.</b>	
	<b>Net Rs.</b>	

**Amount in words:-**

**Date :**  
**Place :**

**Signature**  
**Firm Name :**  
**Address :**

  
प्रशासनिक अधिकारी एवं लेखा अधिकारी  
Administrative Officer & Accounts Officer  
के.आ.वि.अनु. परियोजना, नई दिल्ली  
CCRAS, New Delhi