



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/6248514
Dated/दिनांक : 19-05-2025

Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण | |
|---|---|
| Bid End Date/Time/बिड बंद होने की तारीख/समय | 09-06-2025 18:00:00 |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय | 09-06-2025 18:30:00 |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से) | 180 (Days) |
| Ministry/State Name/मंत्रालय/राज्य का नाम | Gujarat |
| Department Name/विभाग का नाम | Science And Technology Department Gujarat |
| Organisation Name/संगठन का नाम | N/a |
| Office Name/कार्यालय का नाम | Gandhinagar Gujarat |
| क्रैता ईमेल/Buyer Email | buyer9.dstd.gj@gembuyer.in |
| Item Category/मद केटेगरी | Manpower Hiring for Financial Services - Offsite; Direct Tax Expert |
| Contract Period/अनुबंध अवधि | 1 Year(s) |
| Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) | 3 Lakh (s) |
| Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष | 3 Year (s) |
| Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है | Yes |
| MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है | Yes |
| Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है | Yes |

Bid Details/बिड विवरण

| | |
|---|--|
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़ | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (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 |
| Do you want to show documents uploaded by bidders to all bidders participated in bid?/ | No |
| Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया | No |
| Type of Bid/बिड का प्रकार | Two Packet Bid |
| Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय | 2 Days |
| Estimated Bid Value/अनुमानित बिड मूल्य | 150000 |
| Evaluation Method/मूल्यांकन पद्धति | Total value wise evaluation |
| Arbitration Clause | No |
| Mediation Clause | No |

EMD Detail/ईएमडी विवरण

| | |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

ePBG Detail/ईपीबीजी विवरण

| | |
|--|---------------------|
| Advisory Bank/एडवाइजरी बैंक | State Bank of India |
| ePBG Percentage(%) /ईपीबीजी प्रतिशत (%) | 5.00 |
| Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने). | 13 |

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

DGM Finance
GFGNL Gandhinagar- Gujarat,
(Gujarat Fibre Grid Network Limited)

MII Compliance/एमआईआई अनुपालन

| | |
|-------------------------------|-----|
| MII Compliance/एमआईआई अनुपालन | Yes |
|-------------------------------|-----|

MSE Purchase Preference/एमएसई खरीद वरीयता

| | |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

3. 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.

4. 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.

5. Purchase preference to Micro and Small Enterprises (MSEs) from the State of Bid Inviting Authority: Purchase preference will be given to MSEs as Micro and Small Enterprises from the State of Bid Inviting Authority. If the bidder wants to avail the Purchase preference, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

6. 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.

7. 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.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope of Work:[1747647119.pdf](#)

Pre Bid Detail(s)

| | |
|------------------------------|----------------------|
| Pre-Bid Date and Time | Pre-Bid Venue |
|------------------------------|----------------------|

02-06-2025 15:00:00

GFGNL Office Udhyoh Bhavan Block 6 5th floor.

Manpower Hiring For Financial Services - Offsite; Direct Tax Expert (1)**Technical Specifications/तकनीकी विशिष्टियाँ**

| Specification | Values |
|--|-------------------|
| Core | |
| Deployment Location | Offsite |
| Type of Professional/Resources required | Direct Tax Expert |
| Certifications of Professional/Resources required | As per RFP |
| Qualification of Professional/Resources required | As per RFP |
| Total Experience of Professionals / Resources (In years) | As per RFP |
| Addon(s)/एडऑन | |

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता | Number of manpower deployed | Additional Requirement/अतिरिक्त आवश्यकता |
|----------------|---|--|-----------------------------|---|
| 1 | Ankitkumar Shah | 382010,8TH FLOOR BLOCK NO 1 UDYOG BHAWAN | 1 | <ul style="list-style-type: none"> Number of Months : 12 |

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**1. Generic**

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

2. Buyer Added Bid Specific ATC

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

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. 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.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. 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 catalogs 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 within 4 days of bid publication on GeM. 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 are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws 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. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), 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 General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

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./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 कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---

GUJARAT FIBRE GRID NETWORK LIMITED (GFGNL)
Department of Science & Technology, Government of Gujarat



Request for Proposal (RFP) for Selection of Chartered accountant firm for Income
Services for GFGNL,
Period: 2025-26

Tender No. GFGNL/GOG/e-file/Accounts-Finance/Income Tax Services/2025-26

Registered office: Block No: 1, 8th Floor, Udyog Bhavan, Sector-11, Gandhinagar-
Pin No.:382010, Gujarat, India

Head Office: Block No: 6, 5th Floor, Udyog Bhavan, Sector-11, Gandhinagar-
Pin No.:382010, Gujarat, India

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1. Introduction

1.1 Invitation to Bidders

The Gujarat Government has setup an SPV namely “Gujarat Fibre Grid Network Limited (GFGNL)” to implement Phase-II of BharatNet Project in Gujarat. This SPV has been created to synergize with the efforts of Government of India under the National Optical Fibre Network and Digital India initiative and make focused efforts to actualize a state-to-village fibre grid and to facilitate building common Government owned infrastructure to provide internet facilities to residents of State of Gujarat.

GFGNL intends to select agency for Income Tax Services for the FY 2025-26.

Interested bidders are advised to study this document carefully before submitting the proposals in response to the RFP. Proposal in response to this document shall be submitted after careful study and examination of this document with full understanding of its terms, conditions, and implications.

Interested bidders may download the document from Tenders | GFGNL (<https://bharatnet.gujarat.gov.in/home>). Any subsequent corrigenda/clarifications shall also be made available on the same portal. Bid proposals must be received not later than time and date mentioned in the key events and dates. Bid proposals received, in part or full, after the deadline will not be considered in this procurement process.

1.2 Definition

1. In this document, the following terms shall have following respective meanings:
2. “Tenderer” means Gujarat Fibre Grid Network Limited (GFGNL), Gandhinagar.
3. The “Bid Document” and “Tender Document” are the same.
4. “Agreement” means the Service Level Agreement to be Signed between the successful bidder and GFGNL including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.
5. “Authorized Representative/” shall mean any person/ authorized by either of the parties.
6. “Bidder” means qualified chartered accountant or group of Chartered accountants who has an experience in Income Tax work as required in the RFP. The word Bidder when used in the pre-award period shall be synonymous with Bidder, and when used after award of the Contract shall mean the successful Bidder with whom GFGNL Signs the work order for internal audit.
7. “Contract” is used synonymously with Agreement.
8. “Corrupt Practice” means the offering, giving, receiving, or soliciting of anything of value or influence the action of a public official in the process of Contract execution.
9. “Default Notice” means the written notice of Default of the Agreement issued by one Party to the other in terms hereof.
10. “Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive GFGNL of the benefits of free and open competition.

11. "Good Industry Practice" means the exercise of that degree of skill, diligence and prudence which would reasonably and ordinarily be expected from a reasonably skilled and experienced auditor engaged in the same type of undertaking under the same or Similar circumstances.
12. "Gol" shall stand for Government of India.
13. "GoG" shall stand for Government of Gujarat.
14. "GFGNL" shall stand for Gujarat Fiber Grid Network Limited.
15. "Law" shall mean any act, notification, by-law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Central Government and/ or the Government of Gujarat or any other Government or regulatory authority or political subdivision of government.
16. "Request for Proposal", means the detailed notification seeking a set of solution(s), services(s), materials and/or any combination of them.
17. "Site" means the location(s) for which the Contract will be Signed and where the service shall be provided as per agreement.
18. "Termination Notice" means the written notice of termination of the Agreement issued by one Party to the other in terms hereof.
19. "DST" means "Department of Science & Technology, Govt. of Gujarat".

1.3 Notice Inviting Proposal and Necessary Instruction

The bidder is requested to download the document and read all the terms and conditions mentioned in the Document and seek clarification if any from the inviting authority. The bidder has to keep track of any changes by viewing the Addendum/Corrigenda issued by the inviting authority from time-to-time in the Tenders | GFGNL (bharatnet.gujarat.gov.in)

Fact Sheet:

| Sr. No. | Information | Details |
|---------|--|--|
| 1 | Name of the Authority | CFO Gujarat Fiber Grid Network Limited |
| 2 | Name of the Assignment | RFP for Selection of Chartered accountant firm for Income Tax related Services for GFGNL |
| 3 | RFP Number | |
| 4 | Tender Type (Open/Limited/Auction/Single) | Open |
| 5 | Tender Category (Services/Goods/Works) | Services |
| 6 | Mode of Bid Submission (Online/ Offline) | Online |
| 7 | RFP Publishing Date | |
| 8 | Pre-Bid meeting | Pre-bid will be held on _____ Gujarat Fibre Grid Network Limited (GFGNL), Block No: 6, 5th Floor, Udyog Bhavan, Sector-11, |

| | | |
|-----------|--|---|
| | | Gandhinagar: 382010 Interested agencies can send their queries on or before |
| 9 | Last date and time for submission of proposal (Proposal Due Date) | No communication, in any form and for any reason, will be entertained post this date and time. |
| 10 | Date and time of opening of Prequalification cum Technical Bids | at 3:00 PM Gujarat Fibre Grid Network Limited Block 6 /5 th Floor Udhyog Bhavan, Sector 11 Gandhinagar |
| 11 | Bid Processing Fee (Non-refundable) | Nil |
| 12 | Evaluation Method | Least Cost |
| 13 | EMD | 4,500 Rs. |
| 14 | Estimated Project value | 1,50,000 Rs. (For One years) |
| 15 | PBG | 7,500 Rs. |

2. Clarifications on the RFP

A prospective bidder requiring any clarification on the RFP Document may submit its queries, via email only, to dgm-fina-gfgnl@bharatnet.gujarat.gov.in, mgr-fin@bharatnet.gujarat.gov.in, pmc3@bharatnet.gujarat.gov.in on or before the last date of sending queries as mentioned in the RFP document. GFGNL will host a Pre-Bid meeting as mentioned for queries (if any) by prospective bidders. GFGNL encourages prospective bidders to clarify their doubts/seek clarification or additional information necessary for them to submit their bid. The representatives of the bidders may visit the GFGNL office at their own cost for any clarification(s). The queries should necessarily be submitted before bid submission date in the following softcopy format and should be in Microsoft Excel only (*.xls or *.xlsx formats):

| Sr. | Page no | Clause/ Sub-clause no | Content of the RFP Requiring Clarification | Clarification Sought | Justification |
|-----|---------|-----------------------|--|----------------------|---------------|
| | | | | | |

Queries submitted post the above-mentioned deadline, or which do not adhere to the above-mentioned format may not be responded to. All the responses to the queries (clarifications / corrigendum) shall be made available on the website mentioned in the necessary instructions and shall not be communicated through print media.

3. Eligibility Criteria

Minimum mandatory eligibility criteria for pre –qualification is as under.

| Sr. No. | Eligibility Criteria | Documents submitted |
|---------|--|---|
| 1. | Firm of Chartered Accountants should be registered with the Institute of Chartered Accountants of India, New Delhi for a minimum period of 3 years as on bid submission date | Firm Registration Certificate issued by ICAI requires to Attach |
| 2. | The Chartered Accountant firm must have its office in Ahmedabad or Gandhinagar. | Address Proof requires to attach |
| 3. | Participating firm should be firm with a valid Permanent Account Number (PAN) and GST Registration | Copy of PAN and GST Registration Certificate |
| 4. | The bidder should not have been debarred / blacklisted or Disciplinary action taken by any State Government / Central Government / PSU / Reputed Organizations or ICAI for any reason in the last three financial years as on bid submission date. | Self-Declaration |
| 5. | Net worth positive: The bidding firm net worth should be positive in last 3 audited financial year | CA Certificate |
| 6 | CA Firm should have experience in Income Tax Service of PSU/Govt Organisation/Govt Department/Govt Trust/Govt Mission of atleast one year. | Experience Certificate |

4. Details of Period of engagement.

The period of engagement for Income Tax Services will be for two years initially from 01.04.2025 to 31.03.2026 and which may be extended for next one year based on performance and mutually agreed terms and conditions.

5. Details of scope of work

- A. Annual Filing of Income Tax Return
- B. Income Tax Appeal related Services
- C. Income Tax Notice Reply
- D. Income Tax Assessment
- E. Annual Income Tax Reconciliation (26 AS with Books of Account)
- F. Filing of 24Q and 26Q & issuance of Form No. 16 and 16 A
- G. Pending Notice, Assessment and Appeal of Previous consultant required to be handled
- H. Other Services: As and when required by GFGNL Income Tax Service Provider can be called upon to provide any other services which is not stated above for the smooth functioning of the company.

6. Penalties

6.1 Deliverables Penalty: If above services not submitted within time limit Specified under Income Tax ACT, failing the same, a penalty of 0.5% per week or part thereof subject to 10% of Billing contract value of that month/work shall be levied to bidder. Further, Penalty imposed by Income Tax authority on GFGNL for such delay in submission need to be born by bidder.

6.2 GFGNL responsibility: It is the responsibility of the GFGNL to submit data filing return within due date.

7. Limitation of Liability

Selected agency's cumulative liability for its obligations under the contract shall not exceed the value of the project payable by the TENDERER within the contract term from the day claim is raised.

8. Gross Negligence

Gross Negligence shall be calculated separately from the SLA penalties and shall not be considered under the SLA capping limit. If the Gross Negligence exceed from the 10% of the overall project value, the GFGNL may terminate the contract and forfeit the PBG.

9. Instruction to Bidders:

1. The offer shall be valid for 180 days from the last date of receipt of Tenders.
2. The award of contract shall be made to qualified Bidders, who meets appropriate standards of Technical and financial resources and satisfy the qualifying criteria as laid in the Tender Documents.
3. Selection of Audit firm will be based on Cost Criteria (professional fees)
Conditional Tender shall not be accepted.
4. This Notice and subsequent Corrigendum (if any) shall also form a part of Contract Document. The Bidders are advised to read carefully the "Instructions" and "Eligibility Criteria" contained in the RFP Documents.
5. All disputes and discrepancies relating to this RFP shall be governed by the law of India and shall be subject to jurisdiction of court at Gandhinagar/Ahmedabad, Gujarat State.
6. If the bidders will not provide CA Firms as per specifications or not implement the provisions of contract and if the quality of service is found poor, they will be debarred for further works under GFGNL.
7. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the Project and the Authority reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever. Mere submission of a responsive Bid does not ensure selection of the Bidder as Service Provider.
8. Sub-contracting is not allowed.
9. The award of the contract shall be on lump sum bid offer on yearly basis.
10. Payment Terms: Quarterly Invoice shall be paid within 30 days after submission of required documents.
11. Bidders shall submit Financial Bids with Annexure - I
12. Work order shall be issued to the successful bidder and the actual services as per Scope of Work shall start within a week.
13. EMD is exemption for Micro and small scale enterprises which participate in tendering process, which they are providing services and have udhya registration for service under procurement and having registration with CSPO or National small industries corporation (NSIC)
14. General Rejection Criteria:
 - a. Bids submitted without or improper Tender fee and EMD.
 - b. Bids received through Telegraphic / Fax / E-Mail / Hard copies except, wherever required.
 - c. Bids which do not conform to unconditional validity of the bids as prescribed in the RFP.
 - d. If the information provided by the Bidder is found to be incorrect / misleading at any stage / time during the bid evaluation process or during Contract period after selection of the bidder.
 - e. Any effort on the part of a Bidder to influence the Tenderer's bid evaluation, bid comparison or contract award decisions.
 - f. Bids received by the Tenderer after the last date & time for receipt of bids prescribed by the Tenderer in RFP.
 - g. Bids without Power of Attorney and any other document consisting of adequate proof of the ability of the authorized signatory to bind the Bidder.

Annexure I – Financial Bid

To be printed on the letterhead of the Firm/LLP

Date:

To,
CFO, GFGNL
Block No.6, 5th Floor, Udyog Bhavan, Sector-11, Gandinagar-382011.

Subject: Financial Bid for RFP for Income Tax Services of GFGNL for FY 2025-26

| S. No | Name | Bid amount per Annum in Rs. | GST amount in Rs. | Total Bid amount per Annum in Rs. |
|--------------|-------------|------------------------------------|--------------------------|--|
| 1 | XXX | | | |

(In Words).....

Name of Firm FRN:
Signature of Partner:

10. Annexure-II: Non-Disclosure Agreement (NDA)

Bidder:
Address:

Date:

To,
CFO, GFGNL
Block No.6, 5th Floor, Udyog Bhavan, Sector-11, Gandinagar-382011.

Dear Sir,

Confidentiality Agreement

We acknowledge that during providing services to [name of client] (“you” or “Company”) pursuant to [scope of services] (“Engagement”) we shall have access to and be entrusted with Confidential Information. In this letter agreement (“Agreement”), the phrase "Confidential Information" shall mean information (whether of a commercial, technical, scientific, operational, administrative, financial, marketing, business, or intellectual property nature or otherwise), whether oral or written, relating to you and your business that is provided to us pursuant to the <work order no. & date>.

In consideration of you making Confidential Information available to us, we agree to the terms set out below:

1. We shall treat all Confidential Information as strictly private and confidential.
2. We shall use the Confidential Information solely for the Engagement.
3. We shall not disclose Confidential Information to any third party other than those permitted by clause 4 below.
4. This Agreement shall not prohibit disclosure of Confidential Information:
 - i. to our partners, directors, associates, affiliates, agents, subcontractors and employees (“Engagement Team”) who need to know such Confidential Information to perform and assist with the Engagement.
 - ii. to our partners, directors, associates, affiliates and /or such other parties who facilitate the administration of our business or support our infrastructure in both cases (a) in order to perform client and engagement acceptance procedures (including but not limited to the identification of potential conflicts of interest or compliance with independence requirements), (b) for purposes of internal risk assessments and (c) to support the maintenance

of quality and professional standards in the delivery of services (e.g. through the involvement of professional practice and policy departments, the participation in quality assurance measures or the establishment and maintenance of knowledge databases). However, we shall remain responsible for preserving confidentiality if Confidential Information is shared with or accessed by parties mentioned herein.

- iii. with your prior written consent, such consent not to be unreasonably withheld.
 - iv. to the extent that such disclosure is required by any law, rule or regulation.
 - v. to our professional indemnity insurers and advisors in which event we shall do so in confidence only.
5. You shall inform us in writing if, during the Engagement, the Engagement Team will have access to any unpublished price sensitive information, whether of the Company or any other entity. You agree that we shall not be responsible for determining the difference between price sensitive and non-price sensitive information that would form part of the information disclosed to us. All information supplied to us (in whatever form) which is not in the public domain will be treated as Confidential Information for the purposes of the Engagement. Further, you shall be responsible to obtain legal advice to ensure that information disclosed to us is not in contravention of any applicable laws and regulations.
6. Upon your written request we shall arrange delivery to you of the Confidential Information received from you, that is in documentary or other tangible form, except:
- i. retention required for a disclosure permitted by clause 4 (iii) above; and
 - ii. to the extent that we require to retain sufficient documentation that is necessary to support any advice, reports, or opinions provided by us.

The documentation retained will continue to be subject to confidentiality obligations set out in this Agreement.

7. This Agreement shall not apply to Confidential Information that:
- i. is in the public domain at the time it is acquired by us or enters the public domain after that, otherwise than as a result of unauthorized disclosure by us.
 - ii. is already in our possession prior to its disclosure to us.
 - iii. becomes lawfully available to us from a third party whom we believe to be free from any confidentiality restriction.

- iv. is independently developed by us or for us without reference to your Confidential Information.
8. This Agreement shall continue for one years from the date of this Agreement unless and to the extent that you may release it in writing. Where any definitive agreement is executed in connection with the Engagement, this Agreement shall be read together with the definitive agreement and be governed by the same.
9. We warrant that we are acting as principal in this matter and not as agent or broker for any person, company, or firm.
10. We acknowledge that no failure or delay by you in exercising any right, power, or privilege under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise thereof or the exercise of any other right, power, or privilege. Except for the contracting parties to this Agreement, no third party shall have any right to enforce or rely on any provision of the Agreement. In no event shall either party be liable for any indirect or consequential losses or damages.
11. This Agreement shall be governed by and construed in accordance with Indian laws without reference to the conflicts of laws principles and any dispute arising from it shall be subject to the exclusive jurisdiction of the courts in Gandhinagar/Ahmedabad, India.

With kind regards

Yours sincerely

For (Insert the Entity Name)

Partner / Executive Director / Director

Agreed and Accepted
For (Insert Client
Name)

Signature:

Name:

Title/position:

Date:

Seal:

