

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	09-12-2025 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	09-12-2025 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Uttar Pradesh
विभाग का नाम/Department Name	Home Department Uttar Pradesh
संगठन का नाम/Organisation Name	Uttar Pradesh Police
कार्यालय का नाम/Office Name	Ats
वस्तु श्रेणी /Item Category	Manpower Hiring for Financial Services - Onsite; Chartered Accountant
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	5 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Annual Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (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

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	150000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. 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.

2. 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.

3. 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.

4. 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.

5. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:

- i. If number of technically qualified bidders are only 2 or 3.
- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work:[1763458408.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
27-11-2025 13:00:00	ATS Headquarter, Station Road Amausi, Anoura ,Lucknow 226008

Manpower Hiring For Financial Services - Onsite; Chartered Accountant (1)**तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Deployment Location	Onsite
Type of Professional/Resources required	Chartered Accountant
Certifications of Professional/Resources required	Valid ICAI registration certificate for chartered accounts
Qualification of Professional/Resources required	CA
Total Experience of Professionals / Resources (In years)	3 - 5 Years
एडऑन /Addons	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of manpower deployed	अतिरिक्त आवश्यकता /Additional Requirement
1	Brajesh Singh	226008,Near Amausi Railway station, Amausi, Lucknow, 226008	1	<ul style="list-style-type: none"> Number of Months : 12

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

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. Generic

Option Clause: Excess Settlement. The excess settlement has been enabled for the service, allowing service providers to include additional charges up to a specified percentage of the item-level total value, including addons, in their invoices. Service providers must declare the applicability of additional charges during invoice creation and submit mandatory supporting documents to avail this option. The total invoice amount, including additional charges, shall not exceed the agreed-upon excess settlement percentage for

the order.

3. Buyer Added Bid Specific ATC

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

अस्वीकरण/Disclaimer

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

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।/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.

---धन्यवाद/Thank You---

Terms & Conditions for Hiring of Chartered Accountant



1. Background:

- 1.1 The Anti-Terror Squad (ATS) Uttar Pradesh, a specialized unit of the Uttar Pradesh Police, presently has **around 900 police personnel**. The strength may vary annually by $\pm 10\%$.
- 1.2 For smooth financial compliance and statutory reporting, UP ATS requires professional support services for **taxation and statutory e-filing**.

2. Scope of work:

- 2.1 The selected agency shall provide professional services for data entry, tax calculation, preparation and e-filing of quarterly TDS/GST returns for the **Current Financial Year**, including generation and submission of Form-24Q for salaried employees, Form-26Q for non-salaried employees, FVU file creation, NSDL validation, Form-27A, and issuance of Form-16 (Part A & B) and Form-16A.
- 2.2 The selected agency will also be responsible for rectification of any discrepancies noticed after filing, re-filing of previous years' cases if required, and providing compliance support as per statutory requirements; the contract shall commence from the date of issuance for one year and may be extended up to two additional years on the same terms and conditions subject to satisfactory performance and mutual consent.

3. Instructions to Bidders:

- 3.1 Submission of Bid:
 - 3.1.1 Bid must be submitted in prescribed format along with all required documents, duly signed and stamped by the authorized signatory.
 - 3.1.2 Incomplete or conditional bids are liable to be rejected.
- 3.2 Financial Bid:
 - 3.2.1 The quoted price should be **inclusive of all charges, taxes, and levies** (including GST).
 - 3.2.2 The quoted rates shall remain firm during the entire contract period.

Terms & Conditions for Hiring of Chartered Accountant



- 3.3 Evaluation of Bids:
- 3.3.1 The selection will be made on the basis of Lowest Financial Quote (L1) among technically qualified bidders.
- 3.3.2 The department reserves the right to negotiate with the lowest bidder, if required.
- 3.4 Contract Period:
- 3.4.1 The successful bidder will be awarded the contract for **one year** from the date of agreement, extendable up to **two additional years** on satisfactory performance and mutual consent.
- 3.5 Performance Standards:
- 3.5.1 Timely filing of quarterly returns, issuance of statutory forms, and correction of discrepancies is mandatory.
- 3.5.2 Any delay leading to penalty/interest will be the sole responsibility of the bidder.
- 3.6 Right to Reject:
- 3.6.1 The department reserves the right to reject partial or complete bid without assigning any reason.
- 3.7 Penalty Clause:
- 3.7.1 Delay or negligence in filing returns leading to penalty/interest shall be borne entirely by the Chartered Accountant/firm.
- 3.8 Termination:
- 3.8.1 The department reserves the right to terminate the contract by giving 30 days' notice if the services are found unsatisfactory.
- 3.8.2 In case of misconduct, breach of confidentiality, or gross negligence, termination may be immediate without prior notice.

Terms & Conditions for Hiring of Chartered Accountant



4. Eligibility Documents:

- 4.1 Participating firm should be a legal registered firm.
 - 4.1.1 Copy of Firm Incorporation Certificate.
 - 4.1.2 Copy of PAN Card.
 - 4.1.3 Copy GST Registration certificate.
 - 4.1.4 Copy of ISO 9001:2015 Certificate.
- 4.2 Average annual Turnover should be minimum 5 Lakhs.
 - 4.2.1 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 any three consecutive financial years out of the last four financial years (2021-22, 2022-23, 2023-24 and 2024-25) shall be uploaded with the bid.
 - 4.2.2 The bidder must also upload a Positive net worth related CA Certificate for the relevant period.
 - 4.2.3 Copy of Income Tax Returns (ITR) for the relevant period.
- 4.3 Copy of valid ICAI registration certificate.
- 4.4 Working Experience:
 - 4.4.1 A self-declaration, dated after the bid publishing date, must be submitted stating that the bidder has a minimum of 5 years' experience in handling TDS, GST, and Income Tax returns for government departments, PSUs, or reputed organizations.
 - 4.4.2 Copy of similar GeM Work Orders with CRAC / Experience Certificates. *(For 5 years of experience, the bidder shall be required to upload at least one work order for each FY.)*

Terms & Conditions for Hiring of Chartered Accountant



- 4.5 Past Experience of Similar Services:
- 4.5.1 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*): -
- Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 - Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 - One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.
- 4.6 Registered Office:
- 4.6.1 The service provider must have at least one office in Lucknow. As proof, the bidder shall upload either the GST registration certificate or a certificate under the Uttar Pradesh Shops and Establishments Act, 1962, along with the bid.
- 4.7 Service Support / Help-desk:
- 4.7.1 The bidder should provide a service support / helpdesk contact number to ensure immediate contact in case of any problem.
- 4.8 Other Documents:
- 4.8.1 A notarized affidavit of ₹100/-, dated after the bid publishing date, must be submitted stating that:
- The bidder is not under liquidation, court receivership, or any similar proceedings.
 - The bidder/service provider is not bankrupt.
 - The bidder/firm/agency has not been blacklisted by any department or ministry of the Government of India, any State Government, PSU, public listed company, or autonomous body.

Terms & Conditions for Hiring of Chartered Accountant



- The bidder/service provider accepts all the terms and conditions mentioned by the Buyer in the bid.
- All documents submitted by the bidder are genuine and not forged. In case any document submitted by the bidder/service provider is found to be forged, appropriate legal action will be initiated by the department/Buyer.

5. Additional Terms & Conditions:

- 5.1 A Pre-Bid Conference will be scheduled at ATS Headquarters for bidder queries related to this bid. All queries from bidders must be submitted only through GeM, in accordance with GeM rules.
- 5.2 Incomplete offers, offers not adhering to this ATC, vague replies, or conditional offers will be rejected.
- 5.3 The Technical Bid must not contain any financial details. Disclosure of prices in any form in the Technical Bid will lead to rejection.
- 5.4 The Chairman of the Purchase Committee (*hereinafter referred to as "Chairman"*) reserves the right to cancel this bid, in whole or in part, without assigning any reason to the bidders.
- 5.5 Bidders should submit their bids strictly in accordance with all the terms and conditions of the tender. Non-compliance shall render the bid liable for cancellation at the discretion of the Chairman.
- 5.6 All documents submitted/uploaded as part of the bid shall be clear and legible. In case any document is illegible or unclear, the firm shall be deemed ineligible.
- 5.7 The bidder shall ensure that all declarations uploaded in the bid are specific to the respective bid.
- 5.8 No interest shall be payable for any delay in payment due to any reason whatsoever.

Terms & Conditions for Hiring of Chartered Accountant

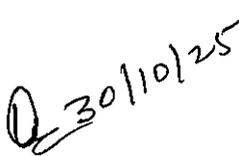


- 5.9 If required, additional terms and conditions may be added to the existing Terms and Conditions, which shall be binding on the bidder/firm.
- 5.10 In case of any discrepancy or dispute, the provisions of the Uttar Pradesh Procurement Manual (*Procurement of Goods*), 2016 and GeM (*latest version*) shall apply. The decision of the Chairman shall be final and binding on all parties.
- 5.11 Any dispute arising out of this bid or its execution shall fall under the jurisdiction of the courts at Lucknow, Uttar Pradesh.

6. Gem Parameters

S.No.	Parameter	Selection
1	Deployment Location	Onsite
2	Type of Professional / Resources Required	Chartered Accountant
3	Certifications of Professional / Resources Required	Other (Valid ICAI registration certificate for Chartered Accounts)
4	Qualification of Professional / Resources Required	CA
5	Total Experience of Professional / Resources Required (In years)	3 – 5 Years


(केशव सिंह)
कम्प्यूटर ऑपरेटर 'ग्रेड-बी'
एटीएस उत्तर प्रदेश।
सदस्य – तकनीकी समिति


(ओम प्रकाश राजपूत)
सहायक उप.नि. लेखा
एटीएस उत्तर प्रदेश।
सदस्य – तकनीकी समिति


(ब्रिजेश सिंह)
पुलिस उपाधीक्षक
एटीएस उत्तर प्रदेश।
सदस्य – तकनीकी समिति


(अभिषेक कुमार सिंह)
अपर पुलिस अधीक्षक
एटीएस उत्तर प्रदेश।
अध्यक्ष – तकनीकी समिति