

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	20-04-2026 19:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	20-04-2026 19:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Heavy Industries And Public Enterprises
विभाग का नाम/Department Name	Department Of Heavy Industry
संगठन का नाम/Organisation Name	Engineering Projects (india) Ltd.
कार्यालय का नाम/Office Name	Corp Office Core 3 Scope Complex 7 Lodhi Road Nd
वस्तु श्रेणी /Item Category	Financial Audit Services - Audit report; CA Firm
अनुबंध अवधि /Contract Period	5 Month(s) 3 Day(s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Certificate (Requested in ATC),Additional Doc 1 (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
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ में 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	3

बिड विवरण/Bid Details	
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
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	325500
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	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within $L1+X\%$	15

1. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, 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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

2. 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 as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company's existence as per ICAI certificate: As per Prequalification criteria of ATC document.

Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions.: As per Prequalification criteria of ATC document.

Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects: As per Prequalification criteria of ATC document.

Number of partners/ qualified professionals in full time employment with DISA/CISA qualification: As per Prequalification criteria of ATC document.

Number of XX fulltime CA's required and YY professional audit staff: As per Prequalification criteria of ATC document.

Financial Audit Services - Audit Report; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Audit report
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	Tax Audit
Category of Work under Financial Audit	Tax Audit as per Income Tax Act 1961
Type of Industries/Functions	Construction Industry
Frequency of Progress Report	Adhering to timelines of Income Tax Act
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Adhering to timelines of Income Tax Act
State	NA
District	NA
एडऑन /Addons	

विवरण/ Specification	मूल्य/ Values
Post Financial Audit Support	NA

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 दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Neeraj Rawat	110003,Corporate Office- Contracts & Engineering Division, Engineering Projects (India) Ltd. Core-3, Scope Complex, 7 Lodhi Road, New Delhi	Project / Lumpsum Based	N/A

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

1. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

2. Buyer Added Bid Specific ATC

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

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.

3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. 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 catalogues 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. 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it

will over-ride the conditions in the General Terms and Conditions.

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---



ENGINEERING PROJECTS (INDIA) LTD
(A Government of India Enterprise)

NOTICE INVITING TENDER THROUGH GEM PORTAL

Ref: EPI/CO/FIN/TaxAudit/2025-26/CO

Date: 09.04.2026

Subject: Appointment of Tax Auditor for the Financial Year 2025-26 for Engineering Projects India Limited.

Engineering Projects (India) Limited ('EPI') invites tender through two bids system i.e. Part-I (Technical Bid) and Part-II (Financial Bid) on behalf of the Chairman & Managing Director ('CMD'), EPI for appointment of a Tax Auditor for the Financial Year 2025–26 Corporate Office, New Delhi as per scope of work attached to this bid document.

BRIEF PROFILE OF THE COMPANY:

EPI, a Mini Ratna Company, is a Govt. of India Undertaking under the administrative control of the Ministry of Heavy Industries. EPI has successfully executed and completed construction projects both in India and Overseas ever since its inception in 1970. EPI being a premier construction Public Sector Undertaking has played a pivotal role in the construction programme of Government projects in the last five decades. It also undertakes the projects of Autonomous Bodies and Public Sector Undertakings. It has wide range of experience in handling Civil projects, Material Handling projects, Metallurgical projects, Industrial projects & Process Plants, Water Supply & Environmental Engineering projects, Border Infrastructure projects etc.

EPI's Regional Offices / Project Controlled Offices are spread all over India i.e. Kolkata, Mumbai, Delhi, Chennai, Guwahati, Hyderabad and Bhubaneswar. The projects are controlled by the Regional Offices / Project Controlled Offices and all the records & documents are kept at respective Regional Offices / PCO's and the accounting is being done at said Regional Offices / PCO's.

OBJECTIVE:

The objective of this tender is to appoint a firm of Chartered Accountants (CA's) for conducting Tax Audit of Engineering Projects (India) Limited (EPI) for the Financial Year 2025–26 as per the provisions of the Income-tax Act, 1961 & other applicable laws and for issuing prescribed Tax Audit Report within statutory timelines.

The scope of work, eligibility criteria, commercial terms and conditions, price bid and other relevant documents are enclosed for your reference.

ESTIMATED COST PUT TO TENDER / PRICE BID / FINANCIAL QUOTATION:

1. The Estimated Cost Put to Tender is Rs. 325500 excluding GST.
2. Quotations beyond Rs. 3,25,500/- (excluding GST) will not be accepted.
3. The Tax audit assignment is proposed to be carried at our corporate office in New Delhi Office. Tax Audit will be commenced after finalization of books of accounts during which the auditor is required to deploy minimum team strength of two staff members out of which one employee must be qualified Chartered Accountant. Audit should be completed within 15 days from the date of start.

The professional fee quoted by the bidder shall correspond to the total man-days deployed and must also include applicable taxes, such as GST, over and above the basic quoted amount. The final consolidated amount comprising the fees and applicable taxes will constitute the Total Financial Bid Value.

PROCEDURE:

1. General Requirement:

Eligible firms shall submit their bids exclusively through the Government e-Marketplace (GeM) Portal (<https://gem.gov.in>). The entire bidding process, including the submission of technical credentials and financial quotations, is conducted online, and no physical documents are to be delivered to Engineering Projects (India) Ltd.

2. Bidders are required to upload their submissions in two distinct digital packets:

- **Technical Packet (Envelope A):** This packet must contain scanned, self-attested copies of all technical details, registration certificates, the notarized Affidavit (Annexure V) and other required documents (e.g. firms registration certificate, experience certificates, COP etc.). **Bidders must ensure no pricing or financial information is included in this packet.**
- **Financial Packet (Envelope B):** Bidders shall enter their price quotes in the specified fields on the GeM portal and upload the corresponding price break-up template in the designated financial bid slot.

3. Uploading of Bid Documents:

- SUBMITTING OF FINANCIAL BID TOGETHER WITH TECHNICAL BID DOCUMENT WILL RESULT IN THE REJECTION OF THE ENTIRE BID.
- In accordance with standard GeM Bidding protocols, physical submission of any document is strictly prohibited. Any bid or supporting document submitted in physical form via post, courier, or hand-delivery to the Corporate Office will be disregarded. **PHYSICAL SUBMISSION OF ANY DOCUMENT IS NOT REQUIRED.**
- Please contact GeM Helpdesk for any queries / support, if required.

4. Bid Opening and Evaluation:

Technical bids will be opened first to determine eligibility. The financial bids of only those firms that meet all mandatory requirements and achieve the minimum technical qualifying

marks (35 points) as per Annexure II will be opened for final selection based on the lowest financial quote (L1).

IMPORTANT INSTRUCTIONS FOR BIDDERS:

- i) EPI reserves the right to reject any bid without assigning any reason.
- ii) The firms are required to submit the documentary proofs of each item indicated in the eligibility criteria, failing which the offer shall be rejected. The quotations shall be opened only for the firms who have submitted the quotation complete in all respect together with copies of all documents as a support of the eligibility claimed by them.
- iii) Bidder to submit **undertaking (as per annexure-IV)** regarding details of Constitution of firm along with the details of its partners as enclosed. In case the Bidder fails to submit Constitution of firms with the bid along with the details of its firm partners, their bid will be rejected. An **affidavit (as per annexure-V)** as enclosed must also be submitted by the bidder.
- iv) The Tax Audit shall cover the Financial Year 2025–26 (01 April 2025 to 31 March 2026).

In case it is found at any stage that such a bidder has participated in violation of the above condition, its bid shall be summarily rejected, and if awarded, the work order shall be liable to be cancelled forthwith without any liability on the part of EPI.

The decision of EPI in this regard shall be final, conclusive, and binding on all bidders.

For Engineering Projects (India) Ltd. - Corporate Office

GM (Finance)

Enclosed:

- Broad Scope of Work – **Annexure I**
- Technical Bid / Eligibility criteria - **Annexure II**
- Commercial Terms and Conditions - **Annexure III**
- Undertaking - **Annexure IV**
- Affidavit – **Annexure V**
- Details of experience of the firm in handling Tax Auditing services - **Annexure VI**
- Details of Partners/ Employees of the Firm - **Annexure VII**
- Particulars of firm to be furnished for the purpose of Tax Audit - **Annexure VIII**

BROAD SCOPE OF THE TAX AUDIT FOR F.Y. 2025-26

The scope of work shall include, but not be limited to, the following:

A. Income-tax Audit:

- Conduct tax audit as per the provisions of Section 44AB of the Income-tax Act, 1961.
- Adherence with provisions of the Income-tax Act, Rules, circulars and notifications applicable to EPI with respect to Tax audit.
- Reporting under Form 3CA/3CB and Form 3CD, as applicable.

B. TDS / TCS Compliance:

- Verification of deduction, deposit and reporting of TDS/TCS under various sections of the Income-tax Act.
- Reconciliation of TDS with Form 26Q/24Q/27Q/27EQ, note of defaults, interest and penalties, if any.

C. Statutory Dues and Litigations:

- Details of demand raised or refund issued during the previous year under any tax laws other than Income-tax Act, 1961 and Wealth-tax Act, 1957 alongwith details of relevant proceedings.

D. Reporting and Certification

- Preparation and submission of Tax Audit Report in prescribed format.
- E-filing of Tax Audit Report on the Income-tax portal.
- Submission of management letter highlighting key observations, risks and recommendations.

E. Others

- Review of Depreciation working as per Income tax act.
- Break-up of total expenditure of entities registered or not registered under the GST.
- Review of Previous year and Current Year Computaton of Income.
- Details of brought forward loss or depreciation allowance, to the extent available.
- Review of Prior period expenses as per books of accounts.
- Review of Previous year Tax audit report.
- Review of ICDS Compliances as applicable.

TECHNICAL BID/ELIGIBILITY CRITERIA

The following shall be the basis of points for the eligibility and selection. Selection will be made on the basis of attainment of points as per the table mentioned below:

S. No	Particulars	Basis of Allocation of Marks	Maximum Marks	Documents to be submitted by the firm along with the offer
1	Year of establishment of the firm to be given (Minimum 5 years old) (Cut-off date for eligibility - 31.03.2025)	2 points for every year of experience of firms after 5 years of establishment	10 (Mandatory)	Copy of firms FRC with the respective ICAI is to be submitted and details as per Annexure-VIII (Mandatory)
2	Firm should have minimum three full-time partners	5 points	5 (Mandatory)	Self-Declaration (Mandatory)
3	Experience of conducting Tax Audit of Central PSU/State PSU/Limited Companies/ Pvt. Ltd. Companies having Turnover of Rs.500 crore or more	2 points for each year for such work assignment in each PSU/State PSU / Limited Companies/ Pvt. Ltd. Companies	10 (Mandatory)	Certificate of the completion of Tax Audit Report to be submitted and List as per Annexure-VI (Mandatory)
4	Completion of Tax Audit assignment of CPSE/State PSU/State Govt./ Limited Companies/ Pvt. Ltd. Companies <u>engaged in Construction activities</u> having Turnover of Rs.500 crore or more in last 5 years ending 31 st March 2025.	2 points for each such completed assignment (falling within last five FY ending 31 st March 2025)	10 (Mandatory)	Certificate of the completion of Tax Audit Report in construction activities in last 5 years ending 31 st March 2025 and List as per Annexure-VI (Mandatory).
5	The firm should have in its employment qualified CA's as full-time employees or partners engaged in full time practice with the firm.	1 point for each partner or full time fully qualified employee	5	Self-attested List of Active Partners in full time practice and/or full-time employees as on 31.03.2025 as per Annexure-VII
6	Full time partner to have minimum 5 years post qualification experience in practice supported by their respective Certificate of Practice issued to him by the respective body i.e. ICAI. Partners having less than 5 years' experience shall not be considered for evaluation.	2 points for each such partner having minimum 5 years' experience in practice as per Certificate of Practice issued to them. For each year of more experience, additional 1 point will be added	10	Copy of Certificate of Practice of each such active partner
		Total Marks	50 (Fifty)	

Notes:

1. Clear and complete details in separate sheets, for determination of points claimed by the firm in support of information against eligibility criterion under Sl. Nos. 1 to 6 to be enclosed. The firms should compulsorily meet the eligibility requirements at Sr. Nos. 1, 2, 3 & 4.

2. The offer of the firm shall also be rejected if the firms fail to meet the **MANDATORY** eligibility requirements at Sr. Nos. 1, 2, 3 & 4.
3. Technical bids will be opened first to determine eligibility. The financial bids of only those firms that meet all mandatory requirements and achieve the minimum technical qualifying marks (35 points) as per Annexure II will be opened for final selection based on the lowest financial quote (L1).
4. In case of non-submission of Mandatory documents, no clarification will be asked from bidder & their bid shall be summarily rejected.

Date:

Name of the Authorised Signatory/Partner

Place:

Signature of the Authorised Signatory/Partner
Membership No.

COMMERCIAL TERMS AND CONDITIONS FOR TAX AUDIT FIRMS:**A. TERMS & CONDITIONS**

- i) Eligible firms shall submit their bids exclusively through the Government e-Marketplace (GeM) Portal (<https://gem.gov.in>). The entire bidding process, including the submission of technical credentials and financial quotations, is conducted online, and no physical documents are to be delivered to Engineering Projects (India) Ltd.

1. General Requirement:

Bidders are required to upload their submissions in two distinct digital packets:

2. Content of Each Bid:

- Technical Packet (Envelope A): This packet must contain scanned, self-attested copies of all technical details, registration certificates, and the notarized Affidavit (Annexure V). Bidders must ensure no pricing or financial information is included in this packet.
- Financial Packet (Envelope B): Bidders shall enter their price quotes in the specified fields on the GeM portal and upload the corresponding price break-up template in the designated financial bid slot.

3. Uploading of Bid Documents:

- **SUBMITTING OF FINANCIAL BID TOGETHER WITH TECHNICAL BID DOCUMENT WILL RESULT IN THE REJECTION OF THE ENTIRE BID.**
- In accordance with standard GeM Bidding protocols, physical submission of any document is strictly prohibited. Any bid or supporting document submitted in physical form via post, courier, or hand-delivery to the Corporate Office will be disregarded. **PHYSICAL SUBMISSION OF ANY DOCUMENT IS NOT REQUIRED.**
- Please contact GeM Helpdesk for any queries / support, if required.

4. Bid Opening and Evaluation:

Technical bids will be opened first to determine eligibility. The financial bids of only those firms that meet all mandatory requirements and achieve the minimum technical qualifying marks (35 points) as per Annexure II will be opened for final selection based on the lowest financial quote (L1).

- ii) Since all bids will be evaluated strictly based on Technical Evaluation Criteria hence, please avoid attaching unsolicited information / documents for processing applications expeditiously.
- iii) Bidder has to submit technical bid and financial bid separately.
- iv) Bids received shall be scrutinised based on the eligibility criteria. **The financial bid of only the qualified eligible bidder(s) shall be opened and the final selection will be made based on lowest financial quote.**
- v) The offer should be valid for a period of 90 days from the date of opening of price bids.
- vi) Bids submitted within due date & time only on GeM Portal shall be accepted for evaluation.

- vii) The books of accounts / records will be made available at Corporate Office at New Delhi.
- viii) The scope of work involved can be discussed with Corporate Office by the firms willing to quote.
- ix) EPI reserves the right to reject, cancel, postpone the process without assigning any reasons thereof.
- x) No reimbursement towards Boarding & Lodging/Transport/TA/DA/other expenses (except audit fee & GST as applicable) will be payable by EPI to the Bidder undertaking the Tax Audit assignment.
- xi) The Firm shall be entitled for payment towards fee for Tax Audit work on completion of audit for the year subject to satisfaction of the work performed by the Firm. Statutory Taxes as applicable shall be deducted from the payment released.
- xii) EPI shall not provide any conveyance facility to the staff of Firms during the course of Tax Audit.
- xiii) The Firm shall maintain strict confidentiality regarding any sensitive information obtained in course of his audit and shall not use such information for any purpose other than audit.
- xiv) The Tax Auditors are required to adhere to the following schedule of conducting and completion of Tax Audit:
 - Draft Tax Audit Report: As per mutually agreed schedule
 - Final Tax Audit Report (Form 3CA/3CB & 3CD): On or before the statutory due date prescribed under the Income-tax Act, 1961
- xv) If any bidder was disqualified due to their service not found satisfactory in any earlier assignments with EPI in last 03 FY, their bid shall be summarily rejected.

B. OTHER GENERAL TERMS & CONDITIONS:

- i) All submitted documents should be signed by a partner with his name under the seal of the firm. The Bidder shall, as part of their bid, submit a **written Authorization Letter from Partner** of Bidding firm if the signatory is other than Partner.
- ii) Bidder shall ensure that there should not be any conflict of interest for their carrying out this assignment.
- iii) Bidder shall not be under liquidation, court receivership or similar proceedings.
- iv) Bidding documents shall at all times remain the exclusive property of the EPI.
- v) EPI shall not be responsible for any expense incurred by bidders in connection with the preparation and delivery of their bids, Corporate Office visit, participating in the discussion and other expenses incurred during the bidding process.
- vi) EPI reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of contract without assigning any reason whatsoever, without thereby incurring any liability to the affected Bidder or Bidders or without any obligation to inform the affected Bidder or Bidders of the grounds or the reasons for the said action.
- vii) Canvassing in any form by the bidder or by any other agency on their behalf may lead to disqualification of their bid.

- viii) In case any bidder is found to be involved in cartel formation, his bid will not be considered for evaluation / placement of order. Such Bidder will be debarred from bidding in future as per policies of the Company in this regard.
- ix) The Bidder shall not sublet, transfer or assign the contract or any part thereof to any other person / firm / consulting company/organization.
- x) The Bidder shall quote in Indian Rupees.
- xi) The Bidder is expected to examine all Quotation related Documents, including all instructions, forms, terms and specifications thereto. Failure to furnish all information required as per the Quotation related Documents may result in the rejection of the Bid.
- xii) Applicants should provide all the information ensuring its completeness and accuracy, in the desired format in clear and unambiguous manner. The proposals received after the specified date/time, incomplete/unsigned proposal in an open envelope or received by fax/emails and conditional bids will be summarily rejected. The decision of EPI in this regard shall be final and binding on bidders.
- xiii) All the applicants should mention the name, contact no. and email ID of one of their partner/officers to contact for all communications in respect to the said assignment.
- xiv) If any false information / document is provided/ submitted, EPI reserves the right to reject such proposal at any stage and take appropriate action, as it deems appropriate.
- xv) In case any dispute arises, an amicable solution may be arrived at based on discussion and reconciliation. However, in case of any dispute remaining unresolved, decision of the CMD, EPI will be final and binding.
- xvi) Query/Clarification (if any) may be forwarded on the following email id: jagan.m@epi.gov.in and in case you wish to speak then you may call at official number 011-24361666 Extn. 2120
- xvii) The fee quoted should separately indicate the GST amount.
- xviii) Bidders should have valid Permanent Account Number issued by the Income tax authorities and GST registration no.
- xix) The corrigendum or addendum, extension, cancellation of this Quotation, if any, shall be hosted on EPI's website and/or CPP portal and the bidders are required to check these websites regularly for this purpose, to take into account before uploading/submission of bids.

C. SPECIAL TERMS & CONDITIONS

- i) Period of Audit: The engagement of Auditor is for Tax audit of Financial Year 2025-26.
- ii) Payment Terms:
 - No Advance shall be paid by EPI.
 - Payment shall be released on completion and submission of Tax Audit report.
 - All payment shall be subject to recoveries towards statutory deductions.
 - The payment will be made by electronic transfer.

UNDERTAKING

(To be submitted by bidder on its Company Letter Head)

NIT No. EPI/CO/FIN/TaxAudit/2025-26/CO

Date: 13.03.2026

Name of Work: Appointment of Tax Auditor for the Financial Year 2025-26 for Engineering Projects India Limited.

This is to confirm that the following persons are the present Directors of the company/firm:

1.

2.

It is further confirmed that none of the above Directors is associated with any other company/firm which is quoting for the above work of EPI.

The details of constitution of M/s..... is submitted along with this annexure.

In case, at any later stage the above information is found incorrect, EPI can cancel our Bid/LOI/Contract Agreement and may take any suitable action deemed fit against our company.

Date:

Authorized Signatory

CEO/Proprietor/MD

Name & Seal of the Company

AFFIDAVIT

(To be submitted by bidder on non-judicial stamp paper of Rs. 100/- (Rupees Hundred only) duly attested by Notary Public)

(To be submitted in Technical bid)

Affidavit of Mr. S/o..... R/o.....

I, the deponent above named do hereby solemnly affirm and declare as under:

- 1. That I am the Proprietor/Authorized signatory of M/s having its Head Office/Regd. Office at.....
2. That the information/documents/Experience certificates submitted by M/s..... along with the tender for (Name of work)..... To EPI are genuine, true and nothing has been concealed.
3. I shall have no objection in case EPI verifies them from issuing authority(ies). I shall also have no objection in providing the original copy of the document(s), in case EPI demand so for verification.
4. I hereby confirm that in case, any document, information & / or certificate submitted by me found to be incorrect / false / fabricated, EPI at its discretion may disqualify / reject / terminate the bid/contract and also forfeit the EMD / all dues. EPI is free to debar us from participating in any future tender for three years.
5. I shall have no objection in case EPI verifies any or all Securities under any of the provision(s) of Bid/ Contract including those issued towards EMD and Performance Guarantee from the issuing authorities and I/We shall have no right or claim on my submitted EMD before EPI receives said verification.
6. That any credentials/ documents, the EMD and Performance Guarantee issued by(name and address of the issuing authorities)..... are genuine and if found at any stage to be incorrect / false / fabricated, in such case EPI is free to reject our bid/ cancel pre-qualification, forfeit our EMD or any dues, and also can debar/ blacklist us from participating in any future tender for three years.

I,, the Proprietor / Authorized signatory of M/s..... do hereby confirm that the contents of the above Affidavit are true to my knowledge and nothing has been concealed there from..... and that no part of it is false.

Verified atthis.....day of.....

DEPONENT

ATTESTED BY (NOTARY PUBLIC)

Particulars of firm to be furnished for the purpose of Empanelment

- 1 Name of the firm
- 2 Complete Postal Address
- 3 Details of the Head office/branch in Delhi/NCR:
 - (i) Address:
 - (ii) Name and Designation of the person heading the branch
 - (iii) Email ID
 - (iv) Phone Number:
 - (v) Whether it is a Head Office or branch
- 4 Email address and Telephone Number of the Head Office of the Firm
- 5 Date of Establishment of the firm
- 6 No. of completed years for which practicing in India as on march31, 2025
- 7 GSTIN
- 8 Firm Registration No.
- 9 Permanent Account Number(PAN)
- 10 Number of Full Time FCA and ACA partners
- 11 Undertaking **(Annexure-IV)**
- 12 AFFIDAVIT **(Annexure –V)**
(To be submitted by bidder on non-judicial stamp paper of Rs. 100/- (Rupees Hundred only) duly attested by Notary Public)
- 13 MSME Registration Certificate.(If any)
- 14 Details of experience of the firm in handling Tax Auditing services (As per **Annexure-VI**)
- 15 Details of Partners/ Employees of the Firm (As per **Annexure-VII**)

I declare that:

(a) The firm/ partners associated with the firm have not been penalized for any disciplinary proceedings initiated by ICAI and no disciplinary proceedings are pending against the firm/ partners associated with the firm as on the date of application.

(b) None of the partner/ employees have been convicted of any offence involving moral turpitude or has been found guilty of economic offence.

(c) The firm / partners of the firm not have been currently declared ineligible / suspended / blacklisted / banned debarred by EPIL or by any Central / State Government Department/public undertaking or Enterprise of Central / State Government and such ban should not be in force at the time of submission of the Bid or extended deadline for submission of bid.

(d) No appeal/unresolved dispute/suit/case/application has been pending at any court in India regarding the existence of the business/ right to carry on practice.

Signature of Partner of the firm with the Seal of the firm