

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	17-07-2026 11:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	17-07-2026 11:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Railways
विभाग का नाम / Department Name	Indian Railways
संगठन का नाम / Organisation Name	Northern Railway
कार्यालय का नाम / Office Name	Northern Railway
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	HOD Email id : dycmmm@nr.railnet.gov.in Buyer Email id: vishambhar.0623@gov.in
वस्तु श्रेणी / Item Category	Manpower Hiring for Financial Services - Onsite; Chartered Accountant
अनुबंध अवधि / Contract Period	1 Year(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	5 Year (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	Experience Criteria, Certificate (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 दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेवू 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 विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
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	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	356000
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

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	18

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

लाभार्थी /Beneficiary :

Sr.DFM/NR/LKO
Northern Railway, Indian Railways, Northern Railway, Ministry of Railways ,FOR e- PBG RELATEF QUERY PLS
CONNECT TO 9794845601(CDMS/LP-II)
(Gaurav Shukla)

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/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माता/सेवा प्रदाता को खरीद में प्राथमिकता के लिए बिड की मात्रा का अधिकतम प्रतिशत / Percentage of Bid quantity/amount for MSE OEMs/ Service Provider Purchase preference	100

1. 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.

2. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within $L-1+ 15\%$ (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer 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 seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

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

The Bidder must have successfully executed at least XX projects of any value in past 3 years of providing similar services to Central/State Government, PSUs or any other government organizations: MUST HAVE 5 YEARS EXPERIENCE OF PROVIDING SIMILAR SERVICES to Central/State Government, PSUs or any other government organizations OF ANY VALUE.

The Bidder must have successfully executed at least YY projects of any value in past 3 years of providing similar services for at least ZZ different clients(Central/State Government, PSUs or any other government):N/A

Service provider must have a dedicated team of required manpower of XX for the projectN/A

Scope of Work:[1782275357.pdf](#)

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	As per ATC
Qualification of Professional/Resources required	CA
Total Experience of Professionals / Resources (In years)	5 - 7 Years
एडऑन /Addon(s)	

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of manpower deployed	अतिरिक्त आवश्यकता /Additional Requirement
1	Kanchan Prabha	226001,Hazratganj Lucknow	1	• Number of Months : 12

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

1. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

Sr.DFM/NR/LKO

A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

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

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

3. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

4. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

5. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Eligibility criteria-

S.No.	Criteria	Minimum Requirement
1	ICAI Membership	Active ICAI Membership(Certificate of practice mandatory)
2	Experience in Gov./PSU Taxation and income Tax filling for Gov/PSU	Minimum 05 year of post qualification experience in Gov./PSU
3	GST Registration	Valid GSTIN on date of bid opening /engagement
4	No Disqualification	No debarred/blacklisted by any Gov./PSU body
5	Head office/Branch	Must be located in Lucknow
6	Presence	Physically immediate presence of CA in mandatory as & when required by department or Call.

1. Bidder should have submitted all relevant documentary proof for all above mentioned eligibility criteria, failing on which result will be disqualification.
2. Bidder should submitted documentary proof of complete register address in Lucknow along with contact no. etc.
3. Bidder should have comply Scope Of Work(SOW) attached under buyer added scope of work(SOW) with their sign and stamp , failing on which result will be disqualification.
4. Failure to any compliances in required time frame will be liable for penalty as per Penalty annexure attached in ATC.
5. **Service delivery location**-Office of Sr.EDPM/Northern Railways/Lucknow UP Pin-226001, mob-97948 43774.

6. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

7. 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---

Signature Not Verified

Digitally Signed.

Name: RAMRKS MEENA

Date: 07-Jul-2026 10:12:58

SCOPE OF WORK and ATC

Subject: Hiring of Services of C.A. for filing of Income Tax Returns for FY 2026-27.

The contract for subjected work for FY 2025-26 is completed first three quarters and last quarter (4th) filing is completed by 31-May-26. Filing of income tax return for FY 2026-27 will start in April-26.

Many times, notices received from income tax department. On various provisions of income tax Act are to be replied & chased for their disposal by submitting suitable reply after doing necessary correction & uploading.

The reply & corrective steps are to be advised by a well known person of Income tax Act's provisions, so that pending demand notices & irregularities in filing can be resolved by filling correction's statement/ regular statement under different provisions of income tax Act.

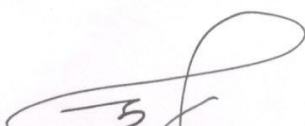
1. Scope of work for preparation / filling of quarterly E-TDS returns for all the TAN's of DRM office for upto FY 2026-27 is as under:

- Preparation /Compilation of all the related data for filling of TDS returns.
 - Cross checking of all the PAN No's including all the employees and contractors.
 - Providing the list of employees having in-correct PAN No. / No PAN Nos.
 - Monthly filling of Returns in Form 138.
 - Quarterly filling of Return in Form 140,141,142 and 143 along with 27A.
 - Revise filling of E-TDS returns in form 24G/138, Form 24Q/140, 26Q/141 and 27EQ/143 wherever necessary.
 - Providing copies of Form 16A for contractors on quarterly basis and monthly basis as applicable.
 - Preparation and submission of replies to all the notices raised by the income Tax Department.
 - Preparation and submission of summary reports of all the returns filed monthly, quarterly basis as required.
 - Providing consultancy on TDS matters and informing the management of the recent changes in the income tax laws on timely manner.
2. Filling of correction statement in respect of individual staff & contractor.
 3. Verification of PAN Numbers of staff and contractors to ensure correct filling of returns.
 4. Framing reply of income tax Department's Notices issued and submits the reply on behalf of all TAN's holder to income tax Department time to time.

5. Eligibility Criteria for Empanelment

The CA / CA Firm must fulfil the following eligibility conditions:

S.No.	Criterion	Minimum Requirement
1	ICAI Membership	Active ICAI membership (Certificate of Practice mandatory)


EDPM/NR/LKO


SC/IT

Receipt No : 3079786/2026/O/o EDPM/IT/LKO/NR

2	Experience in Government / PSU Taxation and Income Tax Filings for Government / PSU	Minimum 5 years of post-qualification experience in Government / PSU organizations
4	GST Registration	Valid GSTIN on the date of engagement
5	No Disqualification	Not debarred / blacklisted by any Government body or ICAI
6	Head office/Branch	Must be in Lucknow
7	Presence	Physically immediate presence of CA is mandatory as & when required by Department or Call.

Estimated expenditure for above work will be ₹356000/- (with GST) and depicted below as well.

Many times, notices received from income tax department. On various provisions of income tax Act are to be replied & chased for their disposal by submitting suitable reply after doing necessary correction uploading.

EDPM/NR/LKO




SE/IT

1. Penalty Clauses

a) Penalty for Delay in Filing

- If the Consultant fails to file the Income Tax Return(s), TDS Return(s), or any statutory tax document within the due date prescribed under the Income Tax Act, 1961, or within the timeline agreed in this Contract (whichever is earlier), a penalty of **1% per week of delay** shall be recovered from the Contractor's bills/dues, subject to a maximum cap of **10 % of the contract value** or the fine/penalties imposed by Income tax department, whichever is greater.
- Where the delay results in a statutory late fee or penalty being levied on Indian Railways by the Income Tax Department (e.g., under Section 234E for late TDS returns, or Section 234F for late ITR filing), such fee/penalty, along with any interest thereon, shall be recovered in full from the Contractor, in addition to the contractual penalty above.

b) Penalty for Incorrect or Defective Filing

- If a return is filed with material errors, incorrect PAN/TAN details, incorrect computation of tax liability, or omissions attributable to the Contractor's negligence, resulting in a notice, demand, disallowance, or penalty from the Income Tax Department, the Contractor shall be liable to:
 - Rectify the error at its own cost within the time specified by the Railway; and
 - Bear/reimburse any additional tax liability, interest, or penalty imposed on Indian Railways solely due to such error.

c) Penalty for Non-Compliance with Statutory Amendments

- Failure to apply updated tax rates, exemptions, or procedural requirements notified by the CBDT/Income Tax Department, leading to non-compliance, shall attract a penalty as decided by the competent authority of the Railway, in addition to recovery of resultant losses.

d) Recovery Mechanism

- All penalties shall be recovered by deduction from the Contractor's running bills, security deposit, or performance guarantee, and if insufficient, shall be recovered as arrears of dues.

2. Termination of Contract

a) Grounds for Termination

The Railway may terminate the contract, in whole or in part, by issuing a written notice, on grounds including:

- Repeated delays in filing returns beyond the cumulative threshold specified in the contract (e.g., delay in filing on more than 3 occasions in a financial year).


EDPM/NR/246


54/17

- Filing of returns with material misstatements, fraud, or misrepresentation.
- Breach of confidentiality of financial/employee data handled during the assignment.
- Loss of the Contractor's statutory eligibility (e.g., suspension/cancellation of CA membership or firm's registration by ICAI, or blacklisting by any government department).
- Sub-contracting the assignment without prior written approval of the Railway.
- Persistent unsatisfactory performance despite a show-cause notice and reasonable opportunity to improve.

b) Notice Period

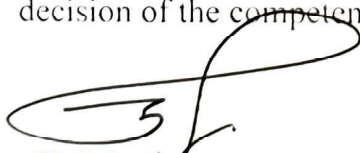
- Termination shall ordinarily be preceded by a **show-cause notice of 10 days**, calling upon the Contractor to explain the default; termination for fraud, data breach, or loss of statutory eligibility may be with **immediate effect** without notice.

c) Consequences of Termination

- Forfeiture of Security Deposit/Performance Guarantee, proportionate to the extent of default.
- The Railway may engage an alternate consultant to complete pending filings, and recover the differential cost (risk-and-cost basis) from the terminated Contractor.
- The Contractor shall hand over all working papers, filed acknowledgments, digital signatures/credentials, and data related to the assignment within 7 days of termination.
- The Railway reserves the right to recommend debarment/blacklisting of the Contractor from future railway tenders, subject to the applicable banning-of-business policy.
- Termination shall not absolve the Contractor of liability for any tax demand, interest, or penalty arising from work already performed before termination.

d) Dispute Resolution

- Any dispute regarding penalty imposition or termination shall be subject to arbitration/resolution as per the arbitration clause of the contract, and until resolved, the decision of the competent Railway authority on interim recovery shall prevail.


EJPm/ND/KKO


SD/IT