

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	25-08-2026 14:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	25-08-2026 14:30:00
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 Defence
विभाग का नाम / Department Name	Department Of Defence
संगठन का नाम / Organisation Name	Dg Of Defence Estate
कार्यालय का नाम / Office Name	*****
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	HOD Email id :ceodehr-stats@nic.in Buyer Email id: buycon16.dde.ua@gembuyer.in
वस्तु श्रेणी / Item Category	Hiring of Consultants - Per Person Per Month Based - Functional Consultants; Finance& Accounts; CA; NA
अनुबंध अवधि / Contract Period	2 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	10 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
टर्नओवर पात्रता मानदंड / Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes Complete
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, Bidder Turnover *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	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	Two 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)	720000
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/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. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
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):** 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.
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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Last 3 years average business revenue from consulting:Minimum 3.5 lakh

Number of Consultants on payroll of firms:01

Number of projects completed in India having similar scope & size of proposed project under hiring:03

Scope Of work:[1786441381.pdf](#)

Profile of Consultants:[1786441388.pdf](#)

Pre-qualifications Criteria:[1786441394.pdf](#)

Document Matrix describing period of hiring of different consultants along with corresponding start and end date of engagement duration:[1786441400.pdf](#)

Hiring Of Consultants - Per Person Per Month Based - Functional Consultants; Finance& Accounts; CA; NA (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Consulting Category/ Stream	Functional Consultants
Consultant's Profile	Finance& Accounts
Indicative generic Qualification of consultants/ resources/ SME	CA
Proof of Concept (POC) Required	NA
Total Experience of Consultants/ Resources (in Years)	1 to 3 Year
Deployment of Consultants/Resource	Onsite
Certifications	NA
एडऑन /Addon(s)	
अतिरिक्त विवरण /Additional Details	
Required Expertise of Consultant in the Subject Matter/Sub-Sector	ABAS (ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX & GS
Position of the Consultant	Chartered Accountan
Required Educational Qualification of Consultants	CA

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**परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity**

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Number of Consultants / SMEs	अतिरिक्त आवश्यकता /Additional Requirement
1	*****	*****DEHRADUN	1	Duration of Hiring of Consultant/SME in months During the Contract Period : 24

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

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 50 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 50 percent with the consent of the service provider

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---

**BID FOR ENGAGEMENT OF CHARTERED ACCOUNTANT IN CANTONMENT BOARD
DEHRADUN**

Cantonment Board Dehradun invites bid for hiring the services of Government Recognized/Registered Chartered Accountants/Service Provider through Government E Market Place Portal of Govt. of India (<https://gem.gov.in>) for "ENGAGEMENT OF CHARTERED ACCOUNTANT FOR THE WORK OF ABAS (ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX & GST PERTAINING TO CANTT BOARD DEHRADUN.

Details for the e-tender is as under

Description	: "ENGAGEMENT OF CHARTERED ACCOUNTANT FOR THE WORK OF ABAS (ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX & GST PERTAINING TO CANTT BOARD DEHRADUN"
Tender Reference No.	:
Validity of contract	: Two years from the date of agreement.
Period of work/Engagement	: 02 years
Desirable Experience	: The Bidder/CA/Firm should have experience in ABAS (Accrual Based Accounting System as per CBAR 2020) in Cantonment Boards subject to minimum 2 FY Years in Cantonment Board.
Place of Work	: Onsite/Offsite. (CHARTERED Accountant required to visit Cantonment Board Dehradun as per requirement). No traveling allowances will be provided for visiting this office if CA not resides in Dehradun Cantt.

Dated: 11 Aug 2026

(Anant Aakash)
Chief Executive Officer
Cantonment Board Dehradun



GENERAL INFORMATION

ENGAGEMENT OF CHARTERED ACCOUNTANT FOR THE WORK OF ABAS (ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX& GST WORK PERTAINING TO CANTT BOARD DEHRADUN"

1. Soft copy of tender documents and all other required documents can be seen on the portal of Cantt Board Dehradun <https://dehradun.cantt.gov.in>. All bidding process will be done on GeM portal i.e. (<https://gem.gov.in>)
2. Cantonment Board Dehradun shall not be responsible in any way for any delay due to link failure/internet problem etc. in respect of submission/receipt of any documents or submission of e-bid on GeM portal.
3. The Cantt Board/CEO reserve all the rights to accept or reject any tender/Bid without assigning any reason thereof.
4. Tenderer shall be deemed to have full knowledge of all relevant documents, working conditions and such other conditions which effect entire work.
5. The submission of tender/Bid by the tenderer implies that he/she has read, understood and agreed to abide by all the terms and conditions stipulated in the tender documents which will from part and parcel of the contract agreement to be executed between the Cantonment Board Dehradun and successful tenderer.
6. The tender/Bid submitted by any person indebted to the Cantt. Board will not be entertained.
7. The contractor should be careful in quoting the rates. No representation/request etc will be considered regarding changing the same under any circumstances once the tender/Bid is uploaded.
8. Any other information may be obtained from the office of the Cantonment Board Dehradun, Garhi Cantt, during office hours on all working days.
9. Corrigendum(s)/Amendment(s)/Addendum(s) to this bid, if any, would appear only on the above-mentioned portal <https://gem.gov.in> and will not be published elsewhere. The bidders shall be responsible for the same from time to time.
10. Dehradun Cantonment Board shall not be responsible for any technical problem/delay with portal or server failure etc. if any.
11. No further discussion/interference will be allowed to bidders whose bids have been disqualified. Dehradun Cantonment Board/CEO reserves all the rights to accept or reject in part or full any or all the bids/Tenders without assigning any reasons whatsoever.
12. Dehradun Cantonment Board will not entertain any claim of any nature, whatsoever including any claim seeking expenses in relation to the preparation of bid or any other expense till award of contract.
13. Tender/Bid will only be construed as accepted and approved after final decision of the Cantt. Board.



14. The contractor/engaged agency/CA shall pay all applicable taxes & charges (EPF/ESI etc.) and fees which are payable to Cantt. Board or are levied under the relevant Government notifications/rules/guidelines/orders.

15. In case any manpower is engaged by the CA/ service provider/ agency for assistance in subject work, Cantt Board shall have no responsibility/ liability in this regard and the CA/ service provider shall be solely responsible for the same. There shall be no employer- employee relationship between engaged person(s) and the Cantt Board. The engaged CA/manpower will not work in inebriated/intoxicated state. Police verification/ character certificate of the engaged agency/CA/Manpower shall be the responsibility of contractor/bidder.

16. The successful tenderer/bidder will be assigned ABAS/Income tax/GST related work of Cantt Board Dehradun as per requirement. In case of any damage/loss of office record/property/life due to act(s) of omission/commission or negligence etc by the tenderers/contractor/engaged employee(s), responsibility will be that of Contractor/CA and action as deemed fit shall be taken by the CEO/Cantt Board against engaged CA/tenderers.

17. CHARTERED Accountant is required visit Cantonment Board Dehradun as per requirement.

(Anant Aakash)
Chief Executive Officer
Cantonment Board Dehradun

A circular official stamp of the Cantonment Board Dehradun. The outer ring contains the text "Cantonment Board Dehradun" at the top and "अखिली परिषद, देहरादून" at the bottom. The center of the stamp features a stylized emblem.

**ENGAGEMENT OF CHARTERED ACCOUNTANT FOR THE WORK OF ABAS
(ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX & GST
PERTAINING TO CANTT BOARD DEHRADUN"**

Terms and conditions

Scope of Work: -

The scope of work includes **ENGAGEMENT OF CHARTERED ACCOUNTANT FOR THE WORK OF ABAS (ACCRUAL BASED ACCOUNTING SYSTEM), TDS, INCOME TAX & GST PERTAINING TO CANTT BOARD DEHRADUN.**

The scope of work includes Checking, rectification of day-to-day entries in ABAS, Depreciation, Calculation, Guidance to Cantt. Board staff and finalization of ABAS Data of Dehradun Cantonment Board as per the Rule mentioned in Cantonment Board Accounts Rules 2020 (CBAR 2020) (as amended up to date). The engaged CA will have to attend out of station trainings/meeting as on the subject matter. It also includes finalization / certification of all reports like balance sheet, receipt and payment register, income expenditure, trial balance, security registers, bank reconciliation statement (BRS) generated by ABAS System and furnishing of certificates required by the Cantt. Board/CEO/Higher Authorities. CA will also need to check and verify the manual registers mentioned in CBAR 2020 (as amended up to date). Filing of TDS returns of Cantt Board Office including employees and contractors, Filing of Income Tax Return of Cantt Board Dehradun, GST returns, processing for GST refund etc. is also included in the scope of work. No additional charges will be paid for any advice, consultancy in r/o ABAS, TDS, Income Tax and GST, Preparation of form 16 of employees/ Pensioners.

Note: - CHARTERED Accountant is required to visit Cantonment Board Dehradun as per requirement.

1. The Cantt Board/CEO reserve the right to accept or reject any tender/bid(fully/partially) without assigning any reason thereof. The average annual Turnover of the bidder for past 3 years shall be Rs. 10 Lakh.
2. Chartered Accountant/Service Provider shall have complete knowledge about all guidelines, rules regarding accounting principles pertaining to the subject matter.
3. The submission of tender by the Chartered Accountant/Service Provider implies that he/she has read, understood and agreed to abide by all the terms and conditions stipulated in the tender documents which will form part and parcel of the contract agreement to be executed between the Cantonment Board Dehradun and successful tenderer/Chartered Accountant/Service Provider.
4. The Chartered Accountant /Service provider submitting the tender should be authorized signatory.
5. The rates once quoted in the tender shall be final and no request for any correction/amendment will be acceded after its formal submission.
6. An agreement on Non-Judicial Stamp paper of appropriate value will be executed between the Successful Tenderer/Chartered Accountant/Service Provider & Cantonment Board Dehradun for which the expenditure incurred to this effect will be borne by the Successful Tenderer/Chartered Accountant/Service Provider. The successful CA/Firm have to deposit 3% (Rs. 22,000/-) amount of overall contract value (i.e. 7,20,000/-) through RTGS/NEFT as security deposit before signing



of agreement. (Security deposit amount will be decided as per Govt of India order and its amendment time to time).

7. Any related information on the matter may be obtained from the office of the Cantonment Board Dehradun during office hours on all working days.

8. The terms & conditions duly executed in contract agreement shall be strictly adhered to and any deviation/breach of term conditions shall entail immediate termination of contract/work order and the Security Deposit submitted against this tender shall liable to be forfeited without assigning any reasons whatsoever.

9. The submission of a tender by a Chartered Accountant/Service Provider implies that he has read this notice and the related terms & conditions of contract agreement.

10. In case of any dispute, the decision of CEO/Cantonment Board shall be final and the Successful Tenderer/Chartered Accountant/Service Provider shall not be entitled to file suit in any court of law.

11. The Chief Executive Officer/Cantonment Board Dehradun reserve the rights to remove/reduce/increase the scope of work at any time without assigning any reason.

12. The Successful Tenderer/Chartered Accountant/Service Provider will not be authorized for sub-letting the work to any other agency.

13. The Successful Tenderer/Chartered Accountant/Service Provider will be responsible for successful completion of the work, in case of any failure strict action as per the terms and conditions of contract agreement shall be contemplated against defaulting Chartered Accountant/Service Provider/agency.

14. The Contract agreement executed between the contracting agency & Board shall be valid for 02-year w.e.f date of execution of contract.

15. That Chartered Accountant/Service provider shall be bound to complete the assigned work strictly within scheduled date and time of work order and also as per the terms and conditions of the Contract Agreement.

16. The contract period will not be increased or decreased, except in special circumstances, Board will consider the matter for further action. The Chartered Accountant/Service Provider shall deliver all rights and support to shift the software from one hosting to any other hosting service provider. This clause shall be without prejudice to the Rights of the Cantt. Board.

17. In case of any complaint regarding deficiency in work the same shall have to be complied immediately failing which the contract is liable to be cancelled at the discretion of the CEO/Cantt. Board, Dehradun Cantt. Penalty @ Rs. 500/- per day per worker can also be imposed by the CEO and the CA/ Service provider/ agency can also be blacklisted.

18. In case of any dispute regarding the mis-interpretation of any clause of the contract agreement, the decision of the C.E.O/Board shall be final and binding upon the Chartered Account/Service provider.

19. It will be the prerogative of CEO/Board to revoke this contract at any time during the currency of the agreement if any breach of terms and conditions of the agreement, is reported by the concerned staff.

20. Payment will be made to the CHARTERED Accountant/Agency/Contractor for the month in which actual work is being done. In the months that CA/ Contractor is not working for some



days/ entire month, payment will be deducted accordingly. CA/ Contractor do not reserve rights to claim the payment for the entire period of engagement.

22. CA will be entitled to T.A./D. A as admissible as per rules and extant directions of higher authorities for outstation meetings/trainings.

23. CA/Service provider shall not quit the work without given 03 months prior notice to CEO/Board/Competent Authority.

24. Bidder should note that rates quoted in GEM portal will be exclusive from GST. The GST will be to the bidders as per order/instructions of Govt. of India issued time to time.

(Anant Aakash)
Chief Executive Officer
Cantonment Board Dehradun



Check list of the documents required to be uploaded at the time of bid submission: -

S. No	Name of Document	Enclosed (Yes/No)
1	Scanned copy of Pan Card	
2	Scanned copy of GST certificate	
3	Income Tax Return for last 03 years.	
4	Affidavit from Notary mentioning therein that firm has never been blacklisted by any Govt Deptt. /CAB/SAB/PSU and has not been declared insolvent by any court	
5	Scanned copy of Annual turnover last three year	

(Anant Aakash)
Chief Executive Officer
Cantonment Board Dehradun

