



Engineering Projects (India) Ltd

Southern Regional Office - Chennai

TENDER No. EPIL/Taxation/2025-26

Date: 30.06.2025

Sub: Application for Appointment of Consultant for Advisory facilitative in Indirect Tax Matters through off line mode

Important Bidding Information Summary

Cost of Tender Document	Rs.1000 plus GST.
EMD/ Bid Security Details	Not Applicable
Date and Time of Submission of Bids	07-07-2025 @ 4.30 pm
Due Date and Time for Opening of Bids	07.07.2025 @ 4.30 pm
Contact details of tender inviting authority	SR Manager (Finance) Southern Regional Office – Chennai.

1. Introduction

EPI was incorporated in 1970 as A Government of India Enterprise under the administrative control of Department of Heavy Industry. Since then, EPI has admirably performed its assigned roles as the country's leading Prime Contracting Company and has left its imprint not only in India but in the overseas market as well where its past operation spread over a decade in the wake of oil boom in the Middle East. EPI successfully executed 33 odd projects valued over US\$ 1050.204 million in Iraq, Kuwait, Saudi Arabia, UAE, Yugoslavia, Maldives, Bhutan, Thailand and Oman

EPI has executed over 620 multi-disciplinary projects in India valuing over Rs.121178.235 million. Through the execution of these projects, EPI has in its own way contributed immensely in the development of the Nation and there is hardly any state in India where EPI's pronounced presence is not visible. EPI has the rare distinction of having worked for almost all Power Sectors and Steel Plants in India in Public Sector as well as in Private Sector. EPI's contribution in project execution for various sectors is also quite substantial.

EPI is proud to be one of the first few companies to have been awarded integrated certification for its Quality Management System, Environment Management System and Occupational Health and Safety Management System i.e. ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 for all its areas of operations. EPI is one of the first few companies to have been awarded ISO/IEC 27001:2013 for Information Security Management System and is a "Mini Ratna" Company.



2. Objective

EPIL - SRO is desirous of appoint tax consultants having expertise and experience in indirect tax matters for providing services of advisory and facilitation in GST Compliance. The broad framework of desired services from the consultant is given in **Annexure I**.

3. Eligibility & Selection Criteria

The consultant meeting the eligibility criteria can apply for appointment by way of submitting proposals for Indirect Tax matters. The selection of the consultants shall be based on the marks earned on CQCCBS (Combined Quality cum Cost Based System) evaluation of the technical bids.

Stage I - Technical Bid for Appointment of Tax Consultant – EPIL Indirect Tax Matters- Evaluation

Sr. No	Technical Bid	Pl. specify Y /N	Documents and Information Required	Basis of Marking	
Mandatory Criteria					
1.	The applicant firm should have been registered with CA/CMA of India and practicing continuously in India for the last Ten (10) years as on March 31,2024.		COP issued by ICAI/ ICMAI and Certified copy of registration Certificate issued byRegistrar in case of LLP.	Mandatory	
2.	The firm must have Head office/Branch Office(HO/BO) in Chennai headed by a full-time partner.		1. Address of Head office/Branch Officer (HO/BO) of the firm at Chennai: 2. Name of full-time partner headingthe HO: 3. Phone Number & e-mail:	Mandatory	
3.	The firm should have experience of Ten (10) years in Indirect Tax matters.		Annexure 2	Experience (in Years) IT matters	Marks
				10	2
				1 mark for each completed additionalyear beyond 10 years. Max marks: 15	



Eligibility Criteria					
4.	The firm should have at least two fulltime partners / full time Employeeshaving post qualification experience in Indirect Tax matters for the lastfiveyears as on March 31, 2024.		Annexure-3	No. of full-time partner (s)/ full time employee (s) having post qualification experience in Indirect Tax matters	Marks
				2	2
				2 marks for each such additional full- time partner/employee in Tax practice. Max Marks: 10	
5.	The firm's regular consultancy experience in Indirect taxmatters pertaining to Construction industry for the year of consultancy.		Annexure-2	2 marks for each company. Max Marks-15	
6.	Should have Gross Receipts of morethan ₹50 Lakh from Operations in India for each of the last three financial years (i.e., as on March 31, 2022, March 31, 2023 and March 31,2024).		Self-Declaration duly signed by Partner with Firm's Seal. (Copy of respective balance sheet of 3 years is required to be submitted)	Gross Receipts from operations in India (₹ in Lakh)	Marks for each case
				> 50 Lakh in all Years	5
				<50 Lakh in any one year	2
				Max Marks- 5	
7.	Number of clients the firm has served as Indirect Tax and Consultants continuously for three years.		Annexure-2	No. of clients served as Indirect Tax Consultants Continuously for 3 Years	Marks
				5-10	4
				10-20	6
				>20	10
				Max Marks: 15	

Note: Minimum 50 marks is to be obtained by bidders to become eligible for Stage-II

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



" Please note carefully Instructions to the bidders, the requirements for submitting Tenders and the date and time for submittal. Further, corrigendum/ addendum, if any, issued to the tender document, shall also be published on the website. It is the bidder's responsibility to submit the completed tender document taking into account all addenda/corrigenda issued. EPI reserves the right to accept or reject any or all Tenders received or annul this Tender process at its absolute discretion without assigning any reason whatsoever."

Stage-II Presentation on Indirect Tax:

Under this stage, the Consultant shall be invited for participating in the Presentation on Indirect tax methodology and way out on feasibility on EPI organization structure by the way of presentation before the Committee constituted for the purpose by EPI. Minimum one-week time will be given for preparation of presentations to the Qualified Bidders (**who obtained score more than 50 Marks**).

The Consultant shall bring hard & Soft copy of their presentation and related details at the time of presentation. The concept to strictly incorporate all the parameters as mentioned below under Evaluation Criteria. The time and venue for presentation will be intimated separately.

The committee shall evaluate the presentation on concept and would assign the marks independently and then the assigned marks would be averaged out.

The consultant shall have no right to challenge the marks assigned by the individual member of the committee and, individual member of the committee shall have no liability to applicant in this regard. No correspondence would be entertained challenging or contesting the marking by the individual member of the committee.

The committee shall evaluate the concept of consultants by applying the evaluation criteria, sub-criteria, and point system as stipulated herein under.

Evaluation Criteria of the Presentation. Max. (40 Marks)

A.	Vision & Concept Plan	10 Marks
B.	Presentation	20 Marks
C.	Methodology & Work Completion Schedule	10 Marks
	Total Marks (A+B+C)	40 Marks

Note: Minimum 20 marks are to be secured by bidder in Stage-II presentation.

Selection of the consultants shall be subject to verification of their credential. Evaluation shall be made under Combined Quality cum Cost Based System (CQCCBS). Under CQCCBS, the technical proposals will be allotted weight age of 60% and only Bidder securing a **minimum of 70% marks in technical evaluation (stage I & II)** shall be considered technically qualified for financial proposals of only those firms who are technically qualified shall be opened publicly on the date & time specified to be notified, in the presence of the bidder representative who choose to attend bidder and their financial proposal shall be read aloud. Financial proposals will be allotted weight age of 30%.



3.1 Highest points basis: On the basis of the combined weighted score for quality and cost, the bidder shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. In case H-1 bidder withdraws, second highest bidder H-2 will be considered.

3.2 Proposal with the lowest cost will be given a financial score of 100 (i.e. full 30 marks) and other proposals will be given financial score that are inversely proportional to their prices.

3.3 The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up.

For Example: Let's say there are 3 pre-qualified bidders: A, B & C

Technical Score of bidders after evaluation of technical criteria:

A = 70, B= 80 & C= 90

Say the % Consultancy Services Fee in the financial proposals of bidders are as under: A= 7, B= 5 & C= 6

The financial score is given as per the formula: (Lowest % Consultancy Services Fee against the % Consultancy Services Fee of the bidder) X 100

Financial Score of A= $(5/7) \times 100 = 71.4$ % of marks 30

Financial Score of B= $(5/5) \times 100 = 100$ % of marks 30

Financial Score of C= $(5/6) \times 100 = 83.3$ % of marks 30

Final Combined Technical and Financial Score of the bidders is as per the formula:

(Technical Score X 0.60)+ (Financial Score X 0.40)

Bidder A= $(70 \times 0.60) + (71.4\% \times 40) = 70.56$ -- H3

Bidder B= $(80 \times 0.60) + (100\% \times 40) = 88.00$ --- H1

Bidder C= $(90 \times 0.60) + (83.3\% \times 40) = 87.32$ --- H2

Hence Bidder B, with highest combined score shall be recommended for award.



Annexure-1

Nature of services/Scope of work for Indirect Tax

Services under Consultant

PART A

- Monthly filing of GST 1, 3B, 7 for all states under SRO – TN, Kerala, Karnataka, AP, Telangana, Puducherry.
- Reconciliation of Inputs for GSTR1 /2B/ 3B with books of accounts before filing of the returns.
- Preparation of data / inputs against GST notices.
- Reconciliation with Electronic Credit Ledger with Books of Accounts.
- Reply to the GST notices on timely manner.
- GST audit co-ordination as and when applicable incl assisting in GSTR 9 & 9C.
- Consultant or their representatives should work from EPI- SRO office Chennai.

Annexure- 3

Details of Partners / Employees of the Firm

[illegible]

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



Annexure-4

Particulars to be furnished for the purpose of appointment as Tax Consultant		
1	Name of the firm	
2	Complete Postal Address	
3	Details of the 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 March 31, 2024	
7	GSTIN	
8	Firm Registration No.	
9	Permanent Account Number (PAN)	
10	Number of Full Time FCA /FCMA and ACA/ACMA partners	
11	Details of Partners / Employees (As per Annexure-3)	
12	Details of Experience of the Firm in Income Tax matters (As per Annexure-2)	
<p>I declare that:</p> <p>(a) The firm/partners associated with the firm have not been penalized for any disciplinary proceedings initiated by ICAI/ICMAI and no disciplinary proceedings are pending against the firm / partners associated with the firm as on the date of application.</p> <p>(b) None of the partner/employees have been convicted of any offence involving moral turpitude or has been found guilty of economic offence.</p> <p>(c) The firm / partners of the firm not have been blacklisted/debarred anytime during last 4 years ended 31st March 2025 from participation in a tender floated by any Central/State PSU including EPIL or any State/Central Government Department/Institute or any autonomous body funded and/or controlled by any State/Central government.</p> <p>(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.</p>		
<p>Signature of Partner of the firm with the Seal of the firm</p>		



Financial Bid for handling Indirect Tax matters– EPIL

FINANCIAL BID FORM - Appointment of Tax Consultant – EPIL		
1.	Name of the Firm	
2.	Complete Postal Address (with contact details, phone no./ Mobile no./Email-id)	
3.	Retainer-ship Fees per annum : <div style="border: 1px solid black; height: 300px; margin-top: 10px;"></div>	<div style="text-align: right; margin-top: 100px;">₹ _____per annum</div>
4.	Total remuneration (A)	₹ -----
Signature of the Authorised Signatory with Seal of the Firm		

**Rate at the time of payment shall be applicable*



Terms & Conditions:

1. This tender document contains information that is believed to be relevant at the date but does not purport to provide all of the information that may be necessary or desirable to enable an intending contracting party to determine whether or not to enter into a contract or arrangement with EPI. Neither EPI nor any of its employees, agents, contractors, or advisors gives any representation or warranty, express or implied, as to the accuracy or completeness of any information or statement given or made in this document.
2. Appointed consultant shall during the tenure assignment and at any time thereafter keep all information relating to the work in full confidence and shall not, unless so authorized in writing by EPI, divulge or grant access to any information about the work or its results and shall prevent anyone becoming acquainted with either through Tax consultant or its personnel or agents.
3. Bidder has to submit technical bid and price bid in separate envelopes through offline in the following address: (By Post/In Person):-

Additional General Manager (Fin)

Engineering Projects (India) Ltd.

92,3D,EC Chamber, GN Chetty Road, Chennai-600017

For more information on EPI, visit our website at: <http://www.epi.gov.in>

4. Tender documents comprising of the following are available for download/Procure and submit only on the website of EPI: <https://epi.gov.in>

They may obtain further information regarding this tender from AGM (Fin) at the address given below from 10:00 hours to 17:00 hours on all working days till the last date of online submission of Bidding Documents.

Bidders can download the bid document from the portal without registering or paying document fees in advance, any time from 17.30 Hrs. on 30.06.2025; however interested bidders have to pay tender fees for participating in the tendering and submitting the bid. The tender fee of Rs.1180/- (Rupees One Thousand One Hundred Eighty Only) is inclusive of GST @ 18%) as non-refundable document fees in the form of demand draft in favour of "Engineering Projects (India) Ltd." payable at New Delhi.

Or

Payment can be made to the account given below:-

- | | |
|--------------------------|---|
| 1) Name of Beneficiary : | Engineering Projects (India) Ltd. |
| 2) Account No. : | 00030350008503 |
| 3) Name of Bank : | HDFC Bank, 209-214, Kailash Building, 26 Kasturba Gandhi Marg, New Delhi – 110001 |
| 4) IFSC Code : | HDFC0000003 |
| 5) GST of EPI : | 07AAACE0061C2ZE |

(After payment, please upload the payment receipt with bidding documents)

Tenders submitted without Tender fees or inadequate amount of tender fees shall be rejected.

5. The contract period will be initially for **12 months** and to be extendable further on rendering satisfactory service and on mutual consent.



7. Proposals will be opened in the presence of the applicants, who desire to be present, on 07nd July, 2025 at 3D, EC Chamber, GN Chetty Road, T Nagar, Chennai – 600017 at 4.30pm.
8. The offer should be valid for a period of 90 days from the date of opening of price Bids of Tender.
9. The Price bid of those bidders whose bid has been technically accepted on the basis of documents shall be opened with prior intimation to them.
10. The proposals received after the specified date/time, incomplete/unsigned, in open envelope or by fax/ emails and conditional bids will be summarily rejected.
11. All the applicants should mention the name, contact no. and Email-ID of one of their officer to contact for all communications in respect of Tender Process.
12. Bidders have to submit confirmation letter whether they are registered under MSME Act or not and if yes, then relevant copies of the registration letter (Registered under single point registration scheme of NSIC, Govt. of India, Ministry of MSME, New Delhi vide Gazette Notification dated 26.03.2012 along with the form of Memorandum-2 with the concerned DIC) to be enclosed along with Technical Bid.
13. Applicants should provide all the information ensuring its completeness and accuracy, in the desired format in clear and unambiguous manner.
14. EPIL reserves the right to cancel/ restrict/ enlarge/ modify/ postpone and/or extend the date of receipt/ opening of Bids or withdraw the Bid notice without assigning any reason(s) whatsoever. In such case the bidders shall not be entitled to any form of compensation from the Company.
15. If any false information / document is provided/ submitted, EPIL reserves the right to reject such proposal at any stage and take legal action, as may be appropriate.
16. In case of any dispute arising, an amicable solution may be arrived at with discussion and reconciliation. However, in case of any dispute remaining unresolved, decision of the Chairman & Managing Director, EPIL will be final and binding. All legal disputes shall be subject to jurisdiction of Courts of Chennai.
17. Affidavit on STAMP paper as per Annexure-A of NIT.
18. Bidders should have valid permanent Account Number of Income tax and GST certificate (if registered).
19. Terms of payment shall be on quarterly basis.
20. Bidder to submit undertaking regarding details of Constitution of firm/company along with the details of its Directors as per enclosed Annexure-B. In case the Bidder fails to submit Constitution of firms with the bid along with the details of its firm Directors as per Annexure-B their bid will be rejected.
21. The Terms & Conditions contained in this NIT and tender documents shall be applicable. In case of any unscheduled holiday taken place on the last day of submission of tender, the next working day will be treated as scheduled day and time for submission of Tender.
22. The corrigendum or addendum, extension, cancellation of this NIT, if any, shall be hosted on the EPI's website; the bidders are required to check these websites regularly for this purpose, to take into account before uploading/submission of tender. All Corrigendum and addendum are to be uploaded duly signed & stamped with tender documents as bid Annexure.



24. The price bid of those bidders whose bid has been technically accepted on the basis of documents submitted shall be opened with prior intimation to them. However, it is made clear that the offer of the H-1 bidders shall be accepted subject to the confirmation of authenticity of the PQ documents from the concerned department.
25. EPI reserves the right to extend the date of submission of the tender or cancel the tender or accept any tender or reject any or all tenders or split the work of tender or annul this tendering process without assigning any reason and liability whatsoever and to re-invite tender at its sole discretion.
26. In case of tie-tender, where two firms are bidding lowest, EPI reserves the right to split the work among these bidders and / or EPI will reserve the right to award the tender to any one of such bidder.
27. In case of any clarification required in this regard, the undermentioned persons may be contacted:

Shri Surbhit K Vipin
Sr. Manager (Fin)
Email ID: Surbhit-kant@epi.gov.in
Tel: 8210686353



Annexure –‘A’

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.
5. I shall have no objection in case EPI verifies any or all Bank Guarantee(s) under any of the clause(s) of Contract including those issued towards EMD and Performance Guarantee from the Zonal Branch /office issuing Bank and I/We shall have no right or claim on my submitted EMD before EPI receives said verification.
6. That the Bank Guarantee issued against the EMD issued by (name and address of the Bank) is genuine and if found at any stage to be incorrect / false / fabricated, EPI shall reject my bid, cancel pre-qualification and debar me 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)



ANNEXURE –B

UNDERTAKING

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

Ref: NIT No.

Date :

Name of tender:

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

- 1.
- 2.
- 3.

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