



भारत सरकार
Government of India
जल शक्ति मंत्रालय
Ministry of Jal Shakti
जल संसाधन, नदी विकास और गंगा संरक्षण विभाग
Department of WR, RD & GR

केन बेतवा लिंक परियोजना प्राधिकरण
Ken Betwa Link Project Authority



वैश्वीय कुटुम्बकता
ONE EARTH - ONE FAMILY - ONE FUTURE

File No. KBLPA/BPL/HQ-14/2024/ 242-45

Date: 03-07-24

Notice Inviting Tender for Selection of Chartered Accountant Firms for Professional Services for the year 2024 - 25.

Executive Engineer, KBLPA, Bhopal invites Tender on behalf of CEO, KBLPA under two bids system for Selection of Chartered Accountant Firms for Professional Services for the year 2024 - 25 from reputed firms. The schedule of tender is as under:

S. No.	Name of the tender	Date of release of tender	Last Date & time for submission of tender	Earnest Money Deposit required	Time & date for opening of tender
1.	Selection of Chartered Accountant Firms for Professional Services for the year 2024 - 25 for KBLPA	03/07/2024	17/07/2024 up to 15:00 Hrs	5,000/-	17/07/2024 up to 15:00 Hrs

The EMD of 5,000/- (Rupees Five Thousand only) should be paid by Demand Draft/ Banker's cheque in favour of "KBLPA, Bhopal". No other method of payment shall be accepted.

While submitting bids, the bidders must submit (i) Technical Bid in one envelope and(ii) Financial Bid in another envelope. In the technical bid, the bidder will provide documents to be submitted as referred in Technical Bid (**Annexure - 1**). The Financial bid format (**Annexure - 2**) should contain rates offered clearly in allotted space.

It should be written boldly on top of both the envelopes as "TECHNICAL BID" and "FINANCIAL BID". Both the envelopes should be submitted in a single sealed cover

कार्यालय केन-बेतवा लिंक परियोजना प्राधिकरण,
द्वितीय तल, विश्वेसरैया भवन, कोलार तिराहा, लिंक रोड क्र:3,
भोपाल (म.प्र)-462016
ईमेल: eeidbpl-nwda@nic.in
वेबसाइट: www.nwda.gov.in

Office of Ken-Betwa Link Project Authority,
2nd Floor, Visvesaraya Bhawan, Kolar Tiraha,
Link Road No.3,
Bhopal(M.P.)-462016
Email: eeidbpl-nwda@nic.in
Website: www.nwda.gov.in



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dulyaddressed and superimposed with words "Bid for Selection of CA Firms for Professional services" on top and should reach Executive Engineer, KBLPA, 2nd Floor, Visveswaraya Bhawan, Kolar Road Tiraha, Link Road no-3, Panchsheel Nagar, Bhopal (M.P.)-462042 on or before 15 days after release of tender. The bids shall be opened on the same day at 15:30 hrs and date & time of opening of financial bid will be intimated to the bidders at appropriate time. The Bidders who wish to be present at the time of opening of bid may present themselves or authorize their representatives with an authority letter.

The earnest money will be returned to the unsuccessful bidders after award of the contract to the successful bidder and the earnest money of the successful bidder will be released after the Bidder signs the final agreement and furnishes the Performance Guarantee.

(R.R. Hedao)

Executive Engineer
KBLPA, Bhopal

Mobile No: 9975491119

E-mail ID: eeidbpl-nwda@nic.in

Copy to:

1. CEO, KBLPA, Bhopal.
2. Director (MDU), NWDA, Saket, New Delhi with the request to make the bid uploaded on the NWDA website.
3. Director (Finance) KBLPA, Bhopal.
4. Notice Board.

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1. INTRODUCTION:

The Ken-Betwa Link Project (KBLP) is the river interlinking project that aims to transfer surplus water from the Ken River in Madhya Pradesh (MP) to Betwa in Uttar Pradesh (UP) through the construction of Daudhan dam across the river Ken and a canal linking the two rivers. The total cost of KBLP has been assessed at ₹ 44,605 crore at 2020-21 price levels. KBLPA is responsible for the execution of the Daudhan dam, powerhouse, tunnels and is also responsible for the overall implementation of KBLP. For works under implementation by the States, KBPLA coordinates with them for financial and work planning, fund release supervision etc. The Accounts of the KBLPA are prepared as per standard accounting procedure as applicable to the Authority/Central Autonomous Bodies issued by the Ministry of Finance.

Objective of the quotations:

Quotations for Selection of Chartered Accountant Firm for "Professional Services for the F.Y. 2024-25."

2. Schedule and scope of Work

The job responsibilities shall, inter alia, specifically include the following:

A. ACCOUNTING for the F.Y. 2024-25 of KBLPA including all projects/offices i.e. Jhansi .

- Checking vouchers for payment, receipt, JVs etc. and monitoring accounting transactions into the Tally software.
- Prepare Budget and maintain grant heads in Tally for day to day requirements.
- Preparation of monthly Trial Balance & bank reconciliations for KBLPA.
- Preparation and vetting of Annual Accounts as per standard accounting procedure as applicable to the Authority/Central Autonomous Bodies issued by Ministry of Finance on before 10th May, 2025.
- Consolidation of Head Quarter, Bhopal and Project offices/Jhansi , Receipts & Payment Accounts, Income & Expenditure Accounts and Balance sheet for the year 2024-25 and accordingly prepare Utilisation Certificate.
- Assist in resolving Audit Para during the course of CAG/Internal Audit.

B. Income Tax Calculation of staff engaged in KBLPA

- To calculate (every month) & submit (signed copy) the projected tax based on the documents provided by KBLPA and employees tax declarations.
- To calculate the final tax deductions based on actual salary figures provided by KBLPA & submit (signed copy) documents provided by employees against tax deductions claimable under various sections.
- To resolve/compliance all queries of employees pertaining to income tax.

C. All Statutory Compliances as per Income tax rules, GST rules and any other applicable law to KBLPA.

- a. Prepare & submit monthly/quarterly/yearly TDS, GST, TDS on GST & Income tax etc. returns as applicable to KBLPA.
- b. Providing Form 16 & 16A as per returns.
- c. Advising on applicability of any other tax, rules, laws, regulations which may be applicable on the KBLPA and all matters / items covering its scope and applicability in case of agencies from which KBLPA is availing the services.
- d. A letter / recommendation regarding the accuracy of accounts being maintained at the KBLPA should be given on monthly basis by the firm.

THE ABOVE LIST IS INCLUSIVE AND NOT EXHAUSTIVE, PLEASE NOTE.

In nutshell, the CA firm shall be responsible for total maintenance of all Accounting and financial records in tally with backup of the KBLPA and doing all legal & statutory compliances in respect of Accounts, Income Tax, Goods & Service Tax (GST) etc (if any). The CA firm shall also compile the Annual Accounts for submission to C&AG and other authorities before stipulated time. The CA firm shall assist in written replies and submissions to C&AG for all the accounting and financial queries that may be raised from time to time regarding accounting matters required from Tally Accounting System.

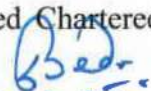
3. Time Period & Execution

The contract is initially for a period of one financial year, which may be renewed further on "annual basis" for a total term of 3 financial years. On successful completion of the initial term of 3 financial years, the contract term may, at the sole discretion of the KBLPA, be further extended for another term of 2 financial years with "yearly renewals" on the same terms and conditions. It's clarified that even though the total term of the contract is 3 financial years, the contract may be renewed annually at the option of the KBLPA. However, if the performance of the CA firm is not found satisfactory as per KBLPA 's sole judgment & standards, the KBLPA has the right to refuse the renewal / extension at any time.

Notwithstanding anything contained herein above, the KBLPA reserves the right to discontinue the services of Chartered Accountant firms in the event their services are evaluated as unsatisfactory at any time during the period. The intention to renew the contract should be given at least 2 months in advance (before the expiry of the annual contract) by the CA firm. Otherwise it shall be presumed that the CA firm is not interested in its annual renewal.

The Chartered Accountant Firm will depute their qualified personnel(s) at the KBLPA, at their own costs, as may be required depending upon the volume of Accountancy work involved. This team shall be headed by at least one qualified Chartered Accountant, who shall supervise their work on a day to day basis.

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The Director (Finance) shall have the right to request for change of any staff personnel deputed at the KBLPA if his / her performance / conduct is not found satisfactory. The Qualified CA will report to "Director (Finance)" of the KBLPA at least once a month. to discuss and review the work progress. The CA shall also submit a "Monthly Review/ status report" to the Director (Finance) showing the status of the books & accounts and also the pending issues, if any. This report shall be vital for timely processing of their bill. All salaries / wages / stipend / conveyance and all other costs of the staff deputed at the KBLPA shall be paid and borne by the CA firm and KBLPA shall be in no way responsible / liable for payment of any statutory dues / benefits to them.

4. Support and Inputs to the Firm

KBLPA shall provide office space, computer(s) / printer(s), requisite stationery items to the firm to perform its services as required during the period of deployment of concerned persons of the firm.

5. Eligibility Criteria:

- I. The Chartered Accountant Firm should be having at least one member as proprietor / partner who must be a FCA member.
- II. The Chartered Accountant Firm should be registered with 'The Institute of Chartered Accountants of India (ICAI)' and have PAN & GST registration.
- III. The Firm should have been in operation for at least 8 years after its registration along with at least 5 years working experience in Central Government, Autonomous bodies & PSUs.
- IV. The Average Annual Turnover of the Firm in the last 3 financial years must be equal to or more than 20 Lakh.
- V. The firm must have an office, headed by a Chartered Accountant (Head office and /or Branch Office), within Bhopal and Jhansi.

PLEASE GO THRU THIS ELIGIBILITY CLAUSE VERY MINUTELY AS THIS IS ONE OF THE MOST IMPORTANT CRITERIA.

6. Earnest Money to be deposited by the tenderer is Rs. 5,000/-. EMD should be in the form of Demand Draft / Banker's cheque / Bank Guarantee of nationalized bank, in favor of "KBLPA, Bhopal EMD of unsuccessful tenderer shall be refunded after Finalization of the tender without interest. EMD shall be forfeited if any tenderer withdraws/alters their offer before finalization of the tender or fails to submit acceptance within 15 days from the date of order.
7. Price should be clearly written in numbers as well as in words in **Annexure-2** (Financial Bid). There should be no-cutting/over writing while quoting price. Quotations with over writing/cutting will be summarily rejected.

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8. Performance Security

The successful bidder will be required to deposit 5% of the bid amount towards Performance Security through Demand Draft / Banker's cheque/ Bank Guarantee of a nationalized bank, within 7 (seven) days from the date of issue of letter awarding the contract and before execution of the agreement.

The Performance Security will remain with KBLPA throughout the period of contract and three months thereafter and shall carry no interest at all.

9. Each page of the Tender Document and papers submitted along with, should be serially numbered, signed and stamped by the authorized signatory.

10. Payment Terms

The payment shall be made against the services provided by firm, subject to the following

terms and conditions:

- i) The payment during the entire contract period shall be made in accordance with the financial quotation submitted by the selected firm and accepted by the KBLPA. No price variation would be allowed during the contract period. The financial price quoted by the contracting firm shall be final. No request for extra payment on account of increase in price on whatever account will be entertained. No extra payment on account of any out of pocket expenses shall be paid.

However, KBLPA may, at its sole discretion, consider giving an annual increment @ 10% on the last retainer ship / settled Fee charged, subject to satisfactory performance by the CA firm as per KBLPA' s judgment and standards.

- ii) GST is payable extra as per applicable rates.
- iii) Payment shall be Subject to TDS & TDS on GST under applicable rates.
- iv) Payment shall be made on Quarterly basis after submission of the bill along with all the requisite monthly compliances/statements.
- v) The KBLPA reserves the right to deduct the amount from the bill raised by the firm as may be considered reasonable for unsatisfactory services or delay in providing of services. The decision of the KBLPA will be the final in this regard.

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vi) Any interest/ penalty which becomes payable by KBLPA to any tax authorities due to delay in filing of statutory returns and / or delay in deposit of statutory taxes / dues, which is attributable to the negligence of the CA firm then such amount shall be deducted from the payment due to such CA firm or shall be recovered in such a manner as the KBLPA may deemed fit.

11. Notices:

Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered by post/ e-mail / hand delivery under acknowledgment to an authorized representative of the respective Parties. However, where such communication is by way of Email, the same shall be only from the official EMail ID(s) followed by written confirmation duly signed by authorized signatory.

12. Arbitration:

All disputes relating to this agreement or claims arising out of or relating to this agreement or breach, termination or the invalidity thereof or on any issue whether arising during the progress of the services or after the completion or abandonment thereof or any matter directly or indirectly connected with this agreement shall be referred to CEO, KBLPA on receipt of such request form either party. The arbitrator shall be appointed within a period of thirty days from the date of receipt of written notice. I demand the appointment of an arbitrator from either party by the CEO, KBLPA. The decision of the arbitrator, appointed by the CEO, KBLPA shall be binding on all the parties. The cost of arbitration shall be borne by respective parties equally. The venue of such arbitration shall be Bhopal. The arbitration proceedings shall be governed by Indian Arbitration and Conciliation Act 1996, as amended from time to time including provisions in force at the time the references are made.

13. General:

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TECHNICAL BID

S. No.	Criterion	Particulars	Description	Index - Reference Page No.
I	The firm must have its Head Office or I and Branch Office within Bhopal and Jhansi The CA Firm should be registered with the ICAI and must possess Permanent account number (PAN) under Income Tax and registration under GST (Provide copies of all supporting documents)	Name of the Firm		
		Address of HO		
		Telephone/ Mobile No.		
		E-mail:		
		Registration No with ICAI		
		Date of Registration		
		PAN No. of Firm		
		GST Registration No.		
		Address of branch, if any		
Designation / Qualification of Highest authority at Branch Office				
2	The Firm should have been in operation for at least 8 years after its registration along with at least 5 years working experience in Central Government, Autonomous bodies & PSUs(Provide necessary evidence)	Year of Registration / Starting operation		
		No. of years in operation after Registration(in years)		
		No. of Years :- working experience in Central Government, Autonomous bodies & PSUs		


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3	Average Annual Gross Professional Fee earned of the CA Firm for the last 3 (three) years	Average Annual Gross Professional fee earned by CA Firm in the last 3 (three) years		
4	The CA Firm should have experience of Audit and/ or preparation of Annual Accounts	No. of Organizations	Nos. (in figure) Nos. (in words)	
5	No. of Partners in the Firm (Submit certificate From /CAI Giving details of Partners of The firm)	Nos. of Partners	Nos. (in figure) Nos. (in words)	
6	No. of FCA Partners- At least One (Details as per Annexure A - 2)	No. of FCA partners	Nos. (in figure)..... Nos. (in words).....	

Certified that the above particulars are true & correct. In the event of any such information/ document is found to be incorrect / false / manipulated, the KBLPA is at liberty to reject the proposal of the CA Firm without assigning any reasons thereof and without giving any opportunity of being heard.


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FINANCIAL BID

	Consolidate Amount	
	Total Rupees (in Figure)	Total Rupees (in Words)
<p>Fee for Professional Services for the F.Y. 2024-25 of KBLPA</p> <p>A. ACCOUNTING for the F.Y. 2024-25 of KBLPA including all projects/offices i.e Bhopal, Jhansi.</p> <p>B. Income Tax Calculation of KBLPA Staff.</p> <p>C. All Statutory Compliances as per Income tax rules, ST rules and any other applicable law to KBLPA.</p> <p>(Full details in Para 2 : schedule and scope of Workof the tender documents)</p>		

Notes:

- Amount mentioned is inclusive of Professional Fee, taxes, Travelling, Food and all other Expenses.*
- ONLY GOODS & SERVICE TAX SHALL BE PAID EXTRA on the above quoted fee*
- Statutory Deductions like TDS etc. shall be made by the KBLPA as per statutory rates and norms wherever applicable*

We undertake that the rates quoted above by us will not change during the Contract period and its extended period. We also accept the payment schedule / payment terms.

Date:

Signature: _____

SEAL:

Name and Designation:


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