

Letter of Acceptance

गति से प्रगति

DM/FN/COR-OF/235

Dated: 25.04.2024

To,

M/s S K Patodia & Associates LLP

Sunil Patodia Tower,

Shree Shakambhari

Corporate Park J B Nagar

Andheri-East Mumbai- 400099

Tel:- +91 9999918430, +91 9304764387

Email: harsh@skpatodia.in

(hereinafter termed as “Consultant”)

(Kind Attention – Mr. Harsh Sarawagi, Partner)

Sub: Notification of Award Contract No. **DM/FN/COR-OF/235**: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.

Ref: -

- Press Advertisement dated 28.12.2023
- Bid Reference No. DM/FN/COR-OF/235 dated 28.12.2023
- Addendum & Corrigendum No. 1 Published on 17.01.2024
- Addendum & Corrigendum No. 2 Published on 29.01.2024
- Your Technical Bid opened on 16.02.2024
- Post Bid clarification uploaded on CPP portal on 23.02.2024
- Reply of Post Bid queries downloaded on 05.03.2024
- Additional Post bid queries send on 08.03.2024
- Reply to Additional post bid queries received on 13.03.2024
- Financial Bid Opened on 19.03.2024.

- This is to notify you that your Bid dated 15.02.2024 for the work **DM/FN/COR-OF/235**: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters for the Accepted Contract Amount of **INR 49,71,168/- (Indian Forty-Nine Lacs Seventy-One Thousand One Hundred Sixty-Eight Only)** is hereby accepted by National Capital Region Transport Corporation Limited. This Contract Price is inclusive of all duties, taxes, Royalties, Cess and other levies payable by the bidder under the contract or for any other cause except Goods & Service Tax (GST). The work shall be carried out as per the scope of work specified in Part II (Requirements) of Bidding document and payment shall be made in accordance with Bill of Quantities included in the Price Bid.

DM/FN/COR-OF/235

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2. You are requested to furnish the Performance Security of **INR 2,48,560/- (Rupees Two Lacs Forty-Eight Thousand Five Hundred Sixty only)** (i.e. 5 % (Five percent) of the Accepted Contract Amount) within 28 days in accordance with the Conditions of Contract, using for that purpose the Performance Security Form included in Section 9 (Contract Forms) of the Bidding Document.
3. The Commencement Date shall be **01.05.2024**.
4. It is to inform that **Mr. Sampurnanand Tripathi/GM Finance, National Capital Region Transport Corporation Limited, GatiShakti Bhawan, INA, New Delhi – 110023** has been nominated as the “Engineer” for the subject Contract. The Consultant is advised to interact with the above official for further instructions as regards the execution of works.

Please acknowledge receipt of the letter.

Yours faithfully,

For & on behalf of
National Capital Region Transport Corporation Limited



(ABHINESH KUMAR SINGH)
Sr.Deputy General Manager/Procurement

Attachment: - BOQ (Annexure I containing 5 pages)

Annexure-I

NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.



Name of Work: DM/FN/COR-OF/235: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.

Bill of Quantity (BOQ)

**NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD
GatiShakti Bhawan
INA, New Delhi- 110023**



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Preamble/R1

DM/FN/COR-OF/235: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.

S.No.	Description
1	The Financial bid shall be read in conjunction with the complete Bidding Documents including Corrigenda/Addenda issued in accordance with Instructions to Bidders (ITB) 8.
2	The Financial Bid shall be uploaded online on the e-bidding portal as mentioned in clause 1.2 (k) of IFB (Bid Schedule). The percentage shall be quoted in the excel file provided in the bid documents. The bidder shall download the excel file and quote the percentage as per instructions given. After quoting their percentage, the excel file shall be uploaded accordingly without changing its name. The percentage shall not be offered/quoted elsewhere in the technical submission/ tender submission otherwise the Bid of the Bidder shall result in its rejection.
3	If the bidder fails to quote percentage in Summary Sheet, the bid will be treated as incomplete and shall result in the rejection of the Bid.
4	Bidder shall quote their offer rates in INR only.
5	<p>All duties, taxes, royalties, cess and other levies payable by the Bidder under the Contract, or for any other cause, on the date 28 days prior to the deadline for submission of bids, shall be included in the rates quoted by the Bidder except Goods and Services Tax (GST).</p> <p>GST will be paid extra as applicable on the submission of GST invoices for first RA bill. The subsequent RA bill shall be raised for payment upon submission of documentary evidences towards payment of GST collected on the previous bill to the GST authorities. However, If subsequent bills are raised before return submission date of previous bill period, the documentary evidence towards payment of GST shall be provided within 7 days from the due date of such return filling. The final bill/ Single bill payment shall be released on the undertaking by the contractor/ service provider for providing evidence within 7 days from the due date of such return filling for final bill based on GST provision for due dates.</p>
6	Income Tax and any other statutory taxes to be deducted at source will be deducted by the Employer from the due payments of the Service provider in accordance with the prevailing rules in force.
7	Method of Quoting the rates in the Financial Bid, Summary Sheet: (i) Whole Excel Sheet is Locked except the Cells which are opened for quoting purpose. These Cell are highlighted in Blue Colour for ease of identification however, the Bidder should check the complete Financial Bid before quoting their offer. (ii) Bidder is required to quote rates in INR only.
8	Escalation / Price Adjustment is applicable as per clause 3.5 of GCC.



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Tender Inviting Authority: GGM/Procurement/NCRTC

Name of Work: DM/FN/COR-OF/235: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.

Contract No: DM/FN/COR-OF/235

S K PATODIA & ASSOCIATES, LLP						
Sl. No.	Item Description	Qty	Unit	Qualification	Rate per month	Total Amount
1	Full Time at NCRTC Office					
1.01	Team Leader	24	Man Month	CA / CMA Essential - 2 years post qualification experience in Accounts, Audit, Direct, Indirect Taxation and Working experience in SAP	97,000	23,28,000
1.02	Accounts Executive for Direct and Indirect Taxation	24	Man Month	CA (inter)/CMA (inter) Essential - 5 years' experience including 3 years' post qualification experience in Direct and Indirect Taxation, Working experience in SAP	51,000	12,24,000
1.03	Accounts Executive for Accounts and Audit	24	Man Month	MBA (Fin). / M. Com./ CA (inter)/CMA (inter) Essential - 5 years' experience including 3 years' post qualification experience or B. Com with 7 years post qualification experience in Corporate Accounts and Working experience in SAP	51,000	12,24,000
2	Part Time					
2.01	Coordinator (Minimum Four visits in a month with minimum 6 hours in a day)	24	Man Month	FCA / FCMA Essential - 7 years post qualification experience in Accounts, Audit, Direct, Indirect Taxation and Working experience in SAP	53,600	12,86,400
Total Amount						₹ 60,62,400.00

Notes:

1. Man-months indicated quantities above are tentative for two years and may change based on work requirement.
2. No additional man days shall be payable for the work carried out at back office, if any, such as drafting annual accounts, MIS, audit replies etc

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Validate

Print

Help

Item Rate BoQ

Tender Inviting Authority: Group General Manager /Procurement/National Capital Region Transport Corporation Ltd.

Name of Work: DM/FN/COR-OF/235: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.

Contract No:DM/FN/COR-OF/235

Name of the Bidder/ Bidding Firm / Company : S K PATODIA & ASSOCIATES, LLP

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

Sl. No.	Item Description	BOQ amount (Excluding GST)	Excess(+)/ Less(-)/ At Par	Percentage Quoted by Bidder	TOTAL AMOUNT	TOTAL AMOUNT In Words
1	Total Amount	60,62,400.00	Less(-)	18.00%	4971168.00	INR Forty Nine Lakh Seventy One Thousand One Hundred & Sixty Eight Only
2	Discount				0.00	INR Zero Only
Total in Figures					4971168.00	INR Forty Nine Lakh Seventy One Thousand One Hundred & Sixty Eight Only

Quoted Rate in Words **INR Forty Nine Lakh Seventy One Thousand One Hundred & Sixty Eight Only**



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Letter of Price Bid/Ra

Date:	14.02.2024
OCB No.:	NCRTC (DM/FN/COR-OF/235)
Invitation for Bid No.:	NCRTC (DM/FN/COR-OF/235)

To
National Capital Region Transport Corporation Limited
GatiShakti Bhawan,
INA, New Delhi – 110023
Tel : +91-11-24666700

We, the undersigned, declare that:

(a)	We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) 8.		
(b)	We offer to execute in conformity with the Bidding Documents and the Technical Bid submitted for the following Works: DM/FN/COR-OF/235: Contract for Engagement of Consultant for Support Services and Compliance Related to Accounting & Taxation Matters.		
(c)	The total price of our Bid, excluding any discounts offered in item (d) below is:		
	[amount in INR in words],	INR Forty Nine Lakh Seventy One Thousand One Hundred & Sixty Eight Only	[amount in INR in figures] 4971168.00
(d)	The discounts offered and the methodology for their application are [insert discounts and methodology for their application if any]	0.00%	0
(e)	The total price of our Bid, including any discounts offered in item (d) below is:		
	[amount in INR in words],	INR Forty Nine Lakh Seventy One Thousand One Hundred & Sixty Eight Only	[amount in INR in figures] 4971168.00
	The total bid price from the Summary of Bill of Quantities should be entered by the bidder inside this box. Absence of the total bid price in the Letter of Price Bid may result in the rejection of the bid.		
(f)	Our Bid shall be valid for a period of 180 days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.		
(g)	If our Bid is accepted, we commit to obtain a performance security in accordance with the Bidding Documents.		
(h)	We have paid, or will pay the following commissions, gratuities, or fees with respect to the bidding process or execution of the Contract*		
	Name of Recipient	Address	Reason
	NONE	NONE	NONE
(i)	We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.		
(j)	We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.		
Name	HARSH SARAWAGI		
In the capacity of	AUTHORISED SIGNATORY		
Signed	HARSH SARAWAGI		
Duly authorized to sign the Bid for and on behalf of	S K PATODIA & ASSOCIATES, LLP		
Date	14.02.2024		

*If none has been paid or is to be paid, indicate "None".



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