



THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.
(A Government of Odisha Undertaking)

CIN-U45201OR1980SGC000884

EXPRESSION OF INTEREST

Notice No 4351/OPHWC

Dt 15/03/2023

Applications are invited from intending CAG empanelled Chartered Accountant / Cost Accountant Firms as GST consultant to comply GST matter of the Corporation for a period of one year. Intended firms should have expertise on GST matters and should have experience providing services on GST matters to any state or central PSUs.

Consultant fees shall be decided by the Management after receiving quotation from the firms. The Firms should apply with detail profile to the Financial Advisor, The Odisha State Police Housing & Welfare Corporation Ltd., P.O. –Bhoinagar , Bhubaneswar-751022 by registered post which should reach this office on or before **22.03.2023**.

1.SCOPE OF THE WORK.

	Consultancy Services for GST.
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2. ELIGIBILITY CONDITIONS

- I. Must be either a registered proprietorship/ partnership firm or LLP and should have been in business of consulting in GST services in Odisha at least for the last five years and should have either Head Office or Branch Office available in Bhubaneswar.
- II. Should have an average annual turnover (audited) of INR 2.00 cr. or more in last three financial years i.e. 2019-20, 2020-21 and 2021-22. This turnover of the firm should be supported by audited balance sheet or certified annual report.
- III. Should have an expertise & experience of providing services on GST matters to any state or central PSUs at Bhubaneswar.
- IV. The bidder firm/LLP shall be eligible to take part in the E O I only if it qualifies in all the above mentioned conditions and is not black listed, banned or debarred by Govt. dept./State PSUs/Central PSUs.

3. DETAILED SCOPE OF THE WORK.

1. Refund of cash available in ITC ledger.
2. Analyses & prepare data for filling of Monthly/Annual GST Returns.
3. Reconciliation of GST2A & GSTR3B.
4. Comply all the notices demands etc. received from GST Dept.
5. Apprise the management about instant charges & amendments in GST Law.
6. Represent the management and appear before different Govt. authorities on GST matters.
7. Any other works related to GST matters will be taken up by the consultant, as advised by the management from time to time.
8. GST consultant should engage an experienced staff, to look after on these works & should not change him/her frequently.

Amifanuj
Financial Advisor

15/3/2023