



## Jaipur Metro Rail Corporation Limited

Khanij Bhawan, Udyog Bhawan Premises,  
Tilak Marg, C-Scheme, Jaipur-302005  
Tel.: 0141-5192138, 5192157

Ref:- F.2 (226 )JMRC/FE/FIN/2017-18/ 3736

Date :- 22-02-2018

M/s: Shyam L. Agarwal & Co.  
Chartered Accountants,  
438 & 439 Mahima's Trinity  
Swey Farm, New Sanganer Road,  
Jaipur - 302019

### Request for proposal

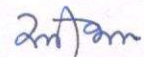
Sub: - Request for Proposal for Financial Expert & Tax Advisor for JMRC.

Sir,

Request for Proposal is being invited under Rule-17 of RTPPR under single source method for appointment of Financial Expert & Tax Advisor for Jaipur Metro Rail Corporation Ltd. for one year. Terms of Reference of the aforesaid work is enclosed herewith for your reference.

You are requested to submit your proposal by 3.30 PM on 27.02.2018 to Director (Finance), Jaipur Metro Rail Corporation Ltd., Jaipur.

Encl. As above.

  
General Manager (Finance)



### SCOPE OF WORK

Detailed scope of the work is defined as under:

- a) To provide consultancy services related to preparation of Annual accounts.
- b) To provide consultancy in relation to preparation of replies of various audit paras / observations.
- c) To advice on the Tax deduction at source on the payment to be made by the JMRC and for E-filing of the Tax deduction return on quarterly basis.
- d) To advice on the tax matter, for filing the Income Tax Return of JMRC and appear before the Income Tax authorities for and on behalf of JMRC.
- e) To advice on the GST transaction made by the JMRC and for E-filing of the GST return on monthly & quarterly basis.
- f) To provide consultancy on any other matter referred by CMD or Director (Finance).



**Annexure-A**

**Form for price bid for Financial Expert & Tax Advisor work at Jaipur Metro Rail Corporation Ltd Jaipur**

Managing Director,  
Jaipur Metro Rail Corporation Ltd,  
Jaipur

Sub: - Financial proposals for Financial Expert & Tax Advisor  
Sir,

We, the undersigned, offer to provide the services for Financial Expert & Tax Advisor in accordance with the Request for Proposal dated \_\_\_\_\_ and our Resume. Our financial proposal is attached herewith.

Our financial proposal shall be binding upon us up to one year from the date of submission of proposal.

We understand you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized signatory  
Name and title of the signatory,  
Name of the firm and address



**PRICE SCHEDULE-B**

| Sr. No. | Description of Service                                                                                                                                                                                                           | Consultancy Fees |            |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------|
|         |                                                                                                                                                                                                                                  | Rs. (In figures) | (In words) |
| (a)     | Total fees for providing services for Financial Expert & Tax Advisor's work at Jaipur Metro Rail Corporation as per Scope of work complete to the satisfaction of client inclusive all but exclusive GST as per prevailing rates |                  |            |
| (b)     | Add:- GST as per prevailing rates                                                                                                                                                                                                |                  |            |
| (C)     | Total Consultancy fee including GST as per prevailing rates (a)+ (b)                                                                                                                                                             |                  |            |

Authorized signatory



**Format-C**

**Undertaking**  
(On behalf of firm by any partner)

I, \_\_\_\_\_ partner of M/s. \_\_\_\_\_ Chartered Accountant do hereby verify and declare

- i. that the particulars given are complete and correct and that if any of the statement made or the information so furnished in the application from is later found not correct or false or there has been suppression of material information, the firm would not only stand disqualified from allotment but would be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulation framed there under:
- ii. that the firm or partners has not been debarred or cautioned by ICAI during the last three years, (if debarred, give details);
- iii. that individually we are not engaged in practice otherwise or in any other activity which would be deemed to be in practice under Section 2 (2) of the Chartered Accountants Act, 1949;
- iv. that the constitution of the firm as on 1st January of the relevant year shown in the Resume is same as that in the constitution certificate issued by the ICAI.

| Sl. No. | Name of partners | Membership Registration No. | PAN No | Date of payment of the fees for the relevant year _____<br>A/B* |
|---------|------------------|-----------------------------|--------|-----------------------------------------------------------------|
|         |                  |                             |        |                                                                 |

(Signature of partner and Seal of the Firm)

- \*A For membership  
B For issue of certificate of practice

Place:

Date:

Enclosures: \_\_\_\_\_pages