



तोप एवं गोला निर्माणी, काशीपुर  
(एडवांस्ड वेपंस एंड इक्विपमेंट  
इंडिया लिमिटेड की एक इकाई)  
भारत सरकार का उद्भ्रम  
रक्षा मंत्रालय

GUN & SHELL FACTORY, COSSIPORE  
(A UNIT OF ADVANCED WEAPONS  
AND EQUIPMENT INDIA LTD)  
A GOVT. OF INDIA ENTERPRISE  
MINISTRY OF DEFENCE



संख्या/No.-GSF/NIT/CA/AWEIL/25-26

दिनांक/Date : 06.03.2026

### निविदा आमंत्रण सूचना/NOTICE INVITING TENDER

The Chief General Manager, Gun & Shell Factory (GSF), Cossipore, Kolkata-700002, West Bengal, invites on line bids through OTE (Fixed Fee basis) in CPP Portal for "Hiring of services of CA/CMA firm for Consultancy on Taxation matters" for AWEIL (GSF), Cossipore, RFI & AWTM Ishapore with service period Two Years (extendable for another One year) through e-procurement site (<https://etenders.gov.in/eprocure/app>).

All other terms & conditions are as per "Scope of Work for consultant and RFP (Request For Proposal) for the under mentioned service.

Bids are invited from the reputed Taxation Consultants (i.e. CA/CMA firms) meeting the eligibility criteria as per RFP (Request For Proposal) & Scope of Work.

Tender No	Work Description	Place	All-Inclusive Remuneration per annum plus GST (as applicable) extra, for one year	Location of the Firm	Service Period
GSF/CA/25-2472/25-26	Hiring of services of CA/CMA firm for Consultancy on Taxation matters as per Scope of Work.	AWEIL (GSF), Cossipore including RFI (Rifle Factory Ishapore) & AWTM Ishapore.	Rs 80,000/- (Rupees Eighty Thousand Only) per year plus GST extra.	Kolkata and within 100 KMs of Kolkata. No TA/DA will be given to visit at AWEIL (GSF, AWTM & RFI), Kolkata. Further firm shall have registered office / local branch office at Kolkata.	Two Years (Extendable for another One year)
Bid document download start date & time in CPP Portal:			06.03.2026,06:00 PM		
Bid submission Closing Date & Time in CPP Portal:			14.03.2026, 06:00 PM		
Bid Opening Date and Time in CPP Portal :			16.03.2026,09:00 AM		
<ul style="list-style-type: none"> <li>To find the tender; visit site <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a>---click on "Tenders by Organization" tab ---click on "Tender Count" tab of "ADVANCED WEAPONS AND EQUIPMENTINDIA LTD-AWEIL"---click on tender title for details.</li> <li>All corrigendum will be published in <a href="https://etenders.gov.in/eprocure/app">https://etenders.gov.in/eprocure/app</a> only.</li> </ul>					

-Sd-  
(Kingshuk Das)  
General Manager  
For Chief General Manager

Distribution: -

1. AWEIL HQ, Kanpur.
2. The C.G.M/ RFI-Ishapore, 24-Parganas (N), W.B., Pin-743144.
3. The C.G.M/AWTM- Ishapore, 24-Parganas (N), W.B., Pin-743144.

Signature Not Verified

Digitally signed by MRIGANKA MONDAL  
Date: 2026.03.06 15:55:57 IST  
Location: eProcurement System for  
Central PSUs



**GUN & SHELL FACTORY, COSSIPORE**

**A unit of**

**ADVANCED WEAPONS AND EQUIPMENT INDIA LIMITED**

**(A GOVERNMENT OF INDIA ENTERPRISE)**

**MINISTRY OF DEFENCE**

**REQUEST FOR PROPOSAL**

**FOR**

**HIRING THE SERVICES OF CA/ CMA FIRM  
FOR CONSULTANCY ON TAXATION MATTERS**

**FOR AWEIL (GSF), COSSIPORE**

**ADVANCED WEAPONS AND EQUIPMENT INDIA LIMITED**

**(A GOVERNMENT OF INDIA ENTERPRISE)**

CIN No.U29270UP2021GOI150734

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## 1. Introduction

Advanced Weapons and Equipment India Limited (AWEIL) is a newly formed Government Company incorporated on 14/08/2021, having its registered office at AWEIL Corporate Office, Ordnance Factory Kanpur, Kalpi Road, Kanpur-208009, Uttar Pradesh. AWEIL is one of the seven new Government of India enterprises, under Ministry of Defence, formed by converting 41 Ordnance Factories under Ordnance Factory Board into 07 DPSUs (100% Government owned) corporations. The turnover of AWEIL for FY 2024-25 is Rs. 2531 Crores.

Gun & Shell Factory Cossipore (GSF), AWEIL, Cossipore is one of the 8 production units (3 at Kanpur, 2 at Kolkata and 1 each at Korwa, Jabalpur and Trichy) and one training institute (at Kolkata) of AWEIL.

Bids are invited by Gun & Shell Factory Cossipore (GSF), AWEIL from Practicing Chartered Accountant (CA)/ Cost & Management Accountant (CMA) Firms to provide consultancy services on Taxation matters for two years for AWEIL units (GSF, AWTM & RFI) in the state of West Bengal. AWEIL is having single GST registration number for its units (GSF, AWTM & RFI) in the state of West Bengal.

## 2. Scope of work for Consultant

Details of work, for the period of two years (Extendable for another one year) from the date of acceptance of supply order by the firm, are as below:-

Sr. No.	Work Description	Place	*All-inclusive remuneration per annum plus GST (as applicable) extra, for one year from date of supply order	Location of the firm
i)	<b>Hiring the services of CA/ CMA Firm for consultancy on Taxation matters</b>  <b>As per scope of work</b>	AWEIL (GSF), Cossipore including RFI & AWTM Ishapur	<b>Rs.80,000/-</b> (Rupees eighty thousand only) per year + GST Extra	Kolkata and within 100 Kms of Kolkata. No TA/DA will be given to visit at AWEIL (GSF, AWTM& RFI), Kolkata. Further, firm shall have registered office or local branch office at Kolkata.

**AWEIL (GSF), Cossipore intends to hire the services of CA/ CMA Firm for consultancy on Taxation matters for AWEIL's units (GSF, AWTM& RFI) in Kolkata as per below scope of work:-**

1. Providing support in filing various GST returns for the state, timely GST ITC availment/ reconciliation, assist in e-filing of quarterly e-TDS/e-TCS return of the unit(s) at Kolkata, verification of Income Tax Audit data and any other matter under

GST Act, Income Tax Act, Customs Act etc. and assist unit in filing various tax returns for the financial year (Even if the Contract period is over). As such the Contract will be Completed only after filing of all the tax returns (GST, TDS etc.) for the financial year completed on or before the contract end date.

2. Providing expert opinion on tax matters [GST, Income tax, Customs, any other tax (including old tax regime) etc.] as sought by the unit from time to time.
3. Undertake liaison work with the relevant Tax Authorities [GST, Income tax, Customs, any other tax (including old tax regime) etc.] for assessment/ hearing, preparation & submission of replies against the notices issued, drafting/ preparing the written submission/ petition for pleading before the authorities and representing/ hearing before these authorities (upto Departmental Appeal level i.e. Below Tribunal) from time to time.
4. Examination of the Assessment Order/ Appellate Orders and advising further action in the matter.
5. Any other related activity, as may arise during the period of engagement.

### 3. Qualification/Evaluation Criteria

1. The Consultant should be a qualified Chartered Accountant/ Cost & Management Accountant having valid certificate of practice from the ICAI/ ICMAI with 05 years of experience as practicing CA/ CMA and dealing in all taxation matters (mainly GST matters).
2. Chartered Accountant/ Cost & Management Accountant should either be proprietor or a partnership firm.
3. To have at least 01 no. of qualified CA/ CMA and 02 no. of semi qualified CA/ CMA.
4. **Selection of the bidder:**

The following sequence shall be adopted for selection:

- 4.1 The Chartered Accountant/ Cost & Management Accountant Firm having longer experience (year of establishment/ registration of the firm with Institute) will be given preference based on the year of establishment.
- 4.2 The Chartered Accountant/ Cost & Management Accountant Firm having highest no. of work orders completed in last 5 years ending 31.3.2025 for providing GST consultancy service to a company.
- 4.3 The Chartered Accountant/ Cost & Management Accountant Firm with a higher number of fellow members of the Institute of Chartered Accountants/ Cost & Management Accountants of India as partners will be considered.
- 4.4 The Chartered Accountant/ Cost & Management Accountant Firm with a higher number of Associate Members of the Institute of Chartered Accountants/ Cost & Management Accountants of India as partners will be considered.

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For the purpose of selection of the Chartered Accountant/ Cost & Management Accountant Firm(s), only clause 4.1 of para 4 above will be considered. However, in a situation where even after considering clause 4.1, the tie continues, the remaining clauses i.e. 4.2 to 4.4 will be considered individually in sequence until the tie is broken. In case, the tie still persists, GSF shall choose the firm at its discretion and decision of GSF shall be final and binding on all the bidders.

#### **4. Bid Submission**

Proposals are to be submitted as per the following directions:

##### **Technical bid**

1. Technical Bid along-with all schedules, certificates & Annexure, duly filled & signed, by authorized signatory of Bidder as per Format at **Annexure-I**.
2. Consent Letter by Firm as per Format at **Annexure-II**
3. Confidentiality Undertaking in the Format at **Annexure-III**
4. Certificate on unconditional bid in the format at **Annexure-IV**. Please note that bids with conditionality shall be summarily rejected.
5. Bidder is required to upload/enclose a copy of its valid (a) PAN Card (b) GST Registration certificate, if registered.
6. A copy of certificate of Firm/LLP/Proprietary registration with the Institute of Chartered Accountants/ Cost & Management Accountants of India. Registration Certificate should be provided before the Bid opening date.
7. The name and membership number of Institute of Chartered Accountants/ Cost & Management Accountants of India of the partner who shall carry out the subject work.

#### **5. Procedure for selection of Taxation Consultant**

1. Remuneration is pre-fixed as per para-2 above.
2. The Selection Committee would evaluate the Bidders on the criteria mentioned in paragraph-3 & 4 above.
3. The selected bidder will be considered for award of the assignment.

#### **6. Terms of remuneration**

1. Rs.80000/- (eighty thousand only) plus applicable GST, all-inclusive remuneration p.a. is fixed for the period and scope of work mentioned above, subject to deduction of TDS as applicable.
2. The Fee shall remain FIXED till successful completion of assignment.
3. The fee accepted by bidder shall be unconditional.
4. The Bidders will be liable to pay all taxes applicable as per law. GST as per invoice will be reimbursed by company.

5. The prescribed Fee includes all expenses like TA/DA, out of pocket expenses, Hotel charges etc. No other reimbursement of expenses apart from said remuneration plus GST will be applicable.
6. TDS as applicable will be deducted by company.

## **7. Terms of Payment**

Payment will be made to the firm on halfyearly basis, based on invoice received and Job Completion certificate issued by Finance Head of the unit (GSF) for the said period. *As such the Contract will be completed on issuing of final Job completion certificate, only after filing of all the tax returns (GST, TDS etc.) for the financial year completed on or before the contract end date.*

## **8. Detailed Terms & Conditions**

1. The tenure of appointment shall be at the sole discretion of the unit.
2. The Firm/LLP/Proprietary should have provided taxation (mainly GST related) consultancy service to any Company/Factory/entity in any of the last five years ending on 31<sup>st</sup> March 2025.
3. The company reserves the right to accept/reject any or all the offers without assigning any reason whatsoever therefor.
4. Documentary evidence(s) in respect of all the information above by the applicant firm(s) /LLP/Proprietary must be furnished along with the proposal.
5. All the pages of the proposal document shall have to be signed by the applicant firm(s)/LLP/Proprietary with the firm's seal and documents submitted along-with the offer shall also have to be authenticated by the authorized signatory of the applicant firm(s) with the firm's seal.
6. The proposal should be submitted strictly as per the terms & conditions laid down in this document.
7. The Company reserves the right to accept or reject any or all responses and to request additional submission or clarification from one or more applicant(s) at any stage or to cancel the process entirely at its sole discretion without assigning any reason whatsoever.

## **9. Compliances/ Declarations/ Certificates by firm(s) on appointment**

The Chartered Accountant/ Cost & Management Accountant firm(s) shall have to comply with and furnish declarations and certificates as required under statutory/company rules, upon appointment as consultant, as under:

1. The Chartered accountant/ Cost & Management Accountant firm shall not sub-contract the consultancy work.

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2. The Chartered Accountant/ Cost & Management Accountant firm will work in strict confidence and will ensure that the finance & accounts and taxation related information and any other information in respect of the operation of the location/work center/Company is dealt with, in strict confidence and secrecy. A certificate towards maintaining confidentiality shall have to be provided by the Chartered Accountant/ Cost & Management Accountant firm on receipt of appointment letter from the Company or before commencement of consultancy service, as may be required.
3. No partner of the Chartered Accountant/ Cost & Management Accountant firm should be related to either Managing Director or any whole time Directors or Part time Directors of the Company within the meaning of section 2 (77) of the Companies Act, 2013.
4. Neither the Chartered Accountant/ Cost & Management Accountant firm nor its partner(s) or associates should have any material interest in the business of the Company.
5. The Chartered Accountant/ Cost & Management Accountant firm(s) shall be free from any disqualification under sub-section (3) or/sub section (4) of section 141 of the Companies Act, 2013. In addition to this, the Chartered Accountant/ Cost & Management Accountant firm(s) must not be holding any assignment as Statutory Auditor(s) or Internal Auditor(s) of the Company.

## 10. Debarring Provisions:

The Chartered Accountant/ Cost & Management Accountant Firm will be debarred from getting any orders from the units of AWEIL:

1. If the Firm obtains the appointment on the basis of false information/mis-statement.
2. If the Firm does not take up services in terms of appointment letter.
3. If the Firm fails to maintain/ honour confidentiality and secrecy of the finance, accounts and taxation related information.

## 11. Action against the Tenderers

Failure to act according to tender conditions, non-fulfillment of any or whole of the contract may entail de-listing of the firm in addition to taking other appropriate action against the Firm.

If a tenderer resorts to any frivolous, malicious or baseless complaints/ allegations with intent to hamper or delay the tendering process or resorts to canvassing/ rigging the tendering process, unit reserves the right to debar such tenderers from participation in the present/ future tenders upto a period of 5 years.

  
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## 12. Arbitration

Except where otherwise provided in the contract, all matters, questions, disputes or difference whatsoever, which shall at any time arise between the parties here to, touching the construction, meaning, operation or effect of the contract, or out of the matters relating to the contract or breach thereof, or the respective rights or liabilities of the parties, whether during or after completion of works or whether before or after termination shall after written notice by either party to the contract be referred to the arbitration of Chief General Manager/ Unit Head.

The Arbitration proceedings shall be governed by the Arbitration and Conciliation Act, 1996 or any statutory modification or re-enactment thereof and the rules made there under. The firm hereby agrees that it shall have no objection if the arbitrator so appointed is an employee of unit and had to deal with the matter to which the contract relates and that in the course of his duties as such he has expressed his views on all or any of the matter in dispute or differences.

Further, it is agreed by and between the parties that in case a reference is made to the Arbitrator or the Arbitral Tribunal for the purpose of resolving the disputes/ differences arising out of the contract by and between the parties hereto, the Arbitrator or the Arbitral Tribunal shall not award interest on the awarded amount more than the rate SBI MCLR/ Base Rate applicable to unit on the date of award of contract.

## 13. General

Jurisdiction for all the matters that may arise will be at **Kolkata**.

Bidder/Tenderers shall mean the firm who submits the tender and enters into contract with unit and shall include their executors, administrators and successors and permitted assignees.

The quoting of tender with all the relevant documents should be submitted in CPP portal.

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**Annexure-I**

**TECHNICAL PARTICULARS**

1.	Name of Bidder Firm				
2.	Postal address of regd. Office of firm with Telephone/fax No./official e-mail for communication				
3.	Name, address, telephone/fax No./e-mail with whom reference may be made				
4.	Please confirm that you are a Chartered Accountant/ Cost & Management Accountant Firm registered with The Institute of Chartered Accountants/ Cost & Management Accountants of India (Documentary evidence to be attached)				Copy of registration certificate of practice from Institute of Chartered Accountants/ Cost & Management Accountants of India
5.	No. of work orders completed in last 5 years ending 31.3.2025 for providing Taxation (mainly GST) consultancy service to a company. (Contract with one company for more than one year will be considered as one contract).				No. of Contracts _____ Copy of contract/ Work Order and Work Completion certificate/ invoice/ any proof that Work order of services has been completed.
6.	No. of Fellow members as partner in CA/ CMA firm				
	Name	Date of joining the firm	Location	Date of enrollment as FCA/ FCMA	Membership No. (Certificate to be enclosed)
7.	No. of Associate members as partners in CA/ CMA firm				

	Name	Date of joining the firm	Location	Date of enrollment as ACA/ACMA	Membership (Certificate enclosed) to be	No. be
8.	Confirm that you meet the eligibility criteria and How. (Attach documentary evidences in supporting your claim meeting eligibility criteria)					
9.	Confirm that all technical and commercial terms and Conditions are acceptable.					
10.	Any other information the bidder may desire to furnish:					

Verified that to the best of my knowledge and belief all the above information is correct and nothing has been concealed.

Seal with Signatures of the authorized signatory of the bidder

Name	Date of joining the firm	Location	Date of enrollment as ACA/ACMA	Membership (Certificate enclosed) to be	No. be

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(On the letter head of the CA/ CMA Firm)

**Consent Letter by Firm proposed to be appointed as consultant by the Company**

To  
The Chief General Manager  
Gun & Shell Factory Cossipore  
Cossipore, Kolkata-700 002

Subject: Services of CA/ CMA Firm for consultancy on Taxation matters

Our firm is a firm of Chartered Accountants/ Cost & Management Accountants within the meaning of Chartered Accountants Act, 1949/ Cost Accountants Act 1959 and all the Partners of our Firm are in full time practice, holding valid certificate of practice issued by the Institute of Chartered Accountants/ Cost & Management Accountants of India. Our firm's Regd. no. \_\_\_\_\_, PAN no. \_\_\_\_\_ & GST No. \_\_\_\_\_

We give our consent for the appointment as consultant of your Company for the period of 2 years from the date of acceptance of supply order by our firm.

In this regard, we hereby certify that:

- (a) We are eligible for appointment and are not disqualified for appointment;
- (b) We confirm that there are no orders or proceedings pending against our firm or any of our partners relating to professional matters of conduct before the Institute of Chartered Accountants/ Cost & Management Accountants of India or any competent authority or any court.
- (c) Further, we certify that we are an independent firm of Chartered Accountants/ Cost & Management Accountants and are maintaining an arm's length relationship with Advance Weapons and Equipment India Limited.

Your sincerely

Signature

Date:

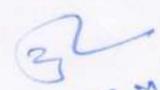
(Name)

Mobile No.

Place:

(Name of CA/ CMA Firm)

(It may kindly be ensured that PAN and GST nos. are quoted in this certificate)

  
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**Certificate towards Maintaining Confidentiality**

It is certified that the documents/ data/ information pertaining to **GSF, AWTM & RFI Kolkata**, (units of Advanced Weapons and Equipment India Ltd.), which will be provided to [Name of the bidder] for availing consultancy service or otherwise related to it shall be treated as strictly confidential and will not be disclosed or handed over by [Name of the bidder] to any outside agency/ person without prior written permission of Company.

It is further certified that the taxation related documents, tax notices, taxation opinion and other relevant documents, which are to be submitted by [Name of the bidder] to the Company will not be disclosed to any other agency/ person without prior written permission of Company.

Seal with Signatures of the authorized signatory of the bidder

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**FORMAT OF UNCONDITIONAL BID ON THE LETTER HEAD OF THE BIDDER**

To  
The Chief General Manager  
Gun & Shell Factory Cossipore  
Cossipore, Kolkata-700 002

Dear Sir,

This is to certify that we agree unconditionally to the remuneration prescribed in the tender and the bid submitted by us for engagement as "**Consultant**", for AWEIL units in Kolkata (GSF, AWTM & RFI) is in accordance with the Terms and Conditions laid down in the Bid and is unconditional.

Seal with signatures of authorized signatory of the Bidder

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## Scope of work for Consultant

Details of work, for the period of two years (Extendable for another one year) from the date of acceptance of supply order by the firm, are as below:-

Sr. No.	Work Description	Place	*All-inclusive remuneration per annum plus GST (as applicable) extra, for one year from date of supply order	Location of the firm
i)	Hiring the services of CA/ CMA Firm for consultancy on Taxation matters As per scope of work	AWEIL (GSF), Cossipore including RFI & AWTM Ishapur	Rs.80,000/- (Rupees eighty thousand only) per year + GST Extra	Kolkata and within 100 Kms of Kolkata. No TA/DA will be given to visit at AWEIL (GSF, AWTM& RFI), Kolkata. Further, firm shall have registered office or local branch office at Kolkata.

**AWEIL (GSF), Cossipore intends to hire the services of CA / CMA Firm for consultancy on Taxation matters for AWEIL's units (GSF, AWTM & RFI) in Kolkata as per below scope of work:-**

1. Providing support in filing various GST returns for the state, timely GST ITC availment / reconciliation, assist in e-filing of quarterly e-TDS/e-TCS return of the unit(s) at Kolkata, verification of Income Tax Audit data and any other matter under GST Act, Income Tax Act, Customs Act etc. and assist unit in filing various tax returns for the financial year (Even if the Contract period is over). As such the Contract will be completed only after filing of all the tax returns (GST, TDS etc.) for the financial year completed on or before the contract end date.
2. Providing expert opinion on tax matters [GST, Income tax, Customs, any other tax (including old tax regime) etc.] as sought by the unit from time to time.
3. Undertake liaison work with the relevant Tax Authorities [GST, Income tax, Customs, any other tax (including old tax regime) etc.] for assessment / hearing, preparation & submission of replies against the notices issued, drafting / preparing the written submission / petition for pleading before the authorities and representing / hearing before these authorities (upto Departmental Appeal level i.e. Below Tribunal) from time to time.
4. Examination of the Assessment Order / Appellate Orders and advising further action in the matter.
5. Any other related activity, as may arise during the period of engagement.

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