



**THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION
LTD.**

(A Government of Odisha Undertaking)

CIN-U45201OR1980SGC000884

EXPRESSION OF INTEREST

Applications are invited from intending Chartered Accountant / Cost Accountant Firms for GST consultant to advice the Corporation on GST matter as and when required for a period of one year. The firms in practice of indirect taxes should apply.

Consultant fees shall be decided by the Management after receiving quotation from the firms. The Firms should apply with detail profile & quotations for consultant fees, 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 08.08.2017.

Sd/-

Chairman-cum-Managing Director

1. NAME OF THE WOK

	Consultancy Services for making OPHWC as GST compliant for accounting, IT application systems, and liability discharging purposes including Tax compliances

OPHWC is engaged in the business of construction of buildings for housing both residential and non residential for police, fire and prison and deposit work of other government departments with the intent of aligning the current tax operations of the company with the proposed GST regime, OPHWC proposes to prepare an action plan to become GST compliant. The objective is to avoid any impact on business operations due to transition to the GST regime so as to ensure full compliance under GST and also to ensure that all the benefits of GST are realized by the company.

OPHWC hereby invites proposals from interested & eligible bidders for advisory and implementation services that suggest procedural and IT application changes and thereafter assist in the deployment of changes suggested to transform the tax functions of OPHWC to make them GST compliant.

2. ELIGIBILITY CONDITIONS

- I. Must be either a registered proprietorship/ partnership firm or LLP or a company and registered in India and should have been in business of consulting in taxation services in India at least for the last five years and should have either Head Office or Branch Office available in Bhubaneswar. Copy of registration should be attached.
- II. Should have an average annual turnover (audited) of INR 10 Lacs or more in last three financial years i.e. 2013-14, 2014-15 and 2015-16. This turnover of the firm should be supported by audited balance sheet or certified annual report.
- III. Should have an experience of providing indirect taxation services and expertise to provide indirect tax etc. to any construction industry/ Govt Corporation should have a valid GST Registration Certificate. Copy to be attached as proof.
- IV. The bidder firm/LLP/Company shall be eligible to take part in the E O I only if it qualifies in all the above mentioned conditions and is either not black listed, banned or debarred and is not in the duration of the currency of such punitive measures from any public sector undertaking or Government Department.

3. DETAILED SCOPE OF THE WORK

OPHWC with the intent of aligning its current operations with the Goods and Services Tax (GST) regime proposes to transform its functions. The detailed scope of work is basically to perform all actions required for fulfilling the objective of transforming the functions of OPHWC to make them GST compliant from tax, IT and accounting perspectives etc. OPHWC has its operation in all over Odisha and Head Office is at Bhubaneswar. OPHWC consolidated accounts are prepared of all these accounts is done at Head office Bhubaneswar including the inter division reconciliations. TDS/TCS and VAT Returns are submitted division wise. Sales Tax and Service Tax returns are submitted at Division and HO level.

- Advice on tax positions to be adopted for all revenue and expenditure
- Undertake tax impact analysis with the help of IT tools and standard methodology developed by the bidder.
- Design, implementation and transition plan from a GST perspective
- Advise on revised compliance requirements
- Advise on invoicing, formats for returns, computation of taxes, assessments, audits, statutory records, etc.
- Advise on final GST Tax codes to be applied
- Analyze the impact on cash flow and profit & loss account after GST is implemented
- Suggest modifications in all existing estimate, Tender conditions and Purchase order etc.
- Advise on reports required to be uploaded for compliances
- Advice on processes for managing Assessments and Litigation
- Assist in preparing design and format of reconciliations which has to be performed at division levels
- Assist in preparing a Compliance Manual for GST Compliances
- Provide a detailed report on the tax impact analysis on the business of OPHWC due to GST
- Providing guidance regarding selection of option having highest Tax Benefit for OPHWC
- Review the current processes and identify the processes which would be impacted or would need to
- Change due to introduction of GST.
- Advice and discuss the changes required in the current processes
- Suggest updates based on changes on account of GST
- Analyse the business process and advice necessary tax accounting
- Advise on the accounting procedures and practices to be followed by the company for recording and
- preparing its accounts after GST roll out
- Advice and evaluate accounting impact due to the implementation of GST writ. ongoing contract and tender accepted and contract to be executed.

- OPHWC has various types of IT systems which are using for providing service to the user agency /customers, billing, accounting, taxation, etc. Successful bidder has to work in tandem with the existing IT systems to make GST compliant.
- Evaluate changes required in existing technology infrastructure or introduction of new technology Infrastructure requirements for GST compliance Highlight gaps in existing data and new tax architecture and data requirements as per GST preparation of detailed approach document in tandem with OEM /operation
- **The above listed scope is illustrative but not exhaustive and therefore carrying out all other activities not specifically listed above but required to be undertaken for successful execution of the basic scope of transformation of OPHWC to be GST complaint from tax and accounting perspectives.**

Chairman-cum -Managing Director