

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	08-09-2026 14:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-09-2026 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Pmo
विभाग का नाम/Department Name	Department Of Atomic Energy
संगठन का नाम/Organisation Name	Directorate Of Purchase And Stores
कार्यालय का नाम/Office Name	Directorate Of Purchase And Stores
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :hod_dps_gem@dpsdae.gov.in Buyer Email id: apoa1@dpsdae.gov.in
वस्तु श्रेणी /Item Category	Financial Advisory Services - Offsite; Tax Advisory
अनुबंध अवधि /Contract Period	2 Year(s)
वर्षों के अनुभव एवं टर्नओवर से एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience and Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	1

बिड विवरण/Bid Details	
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	26

(a).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

DIRECTOR DPS, ACTING ON BEHALF OF THE PRESIDENT OF INDIA DIRECTORATE OF PURCHASE & STORES, DEPARTMENT OF ATOMIC ENERGY, VIKRAM SARABHAI BHAVAN, ANUSHAKTINAGAR, MUMBAI-94.
(DPS/CPU/09/A1/4661))

Directorate Of Purchase And Stores, Department of Atomic Energy, Directorate of Purchase and Stores, PMO
(Anita Subhash Nakhawa)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य $L1+X\%$ / Purchase Preference to MSE OEMs/ Service Provider available upto price within $L1+X\%$	15

1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
4. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
5. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within $L-1+ 15\%$ (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for % (selected by Buyer) percentage of total quantity. The buyers are advised to refer the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
6. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within $L-1+ 15\%$ of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
7. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of years of experience as on date of which at least XX years should be in providing similar advisory services to Government departments, PSUs, PSBs, Municipalities and centrally funded

institutions.:The Service provider should have minimum of three years experience in Income Tax and GST related work as described in the Item description in any Central or State Government or Private Organisations and submit relevant documents in support of their claim.

Number of XX qualified professionals in full time employment at senior level with experience in handling similar or relevant projects.:NA

Scope of work to be uploaded by buyer:[1787657291.pdf](#)

Financial Advisory Services - Offsite; Tax Advisory (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Deployment Location	Offsite
Category of financial advisory service	Tax Advisory
Sub-category of Financial Advisory Services	Filing GST , Filing Income Tax Returns , Filing TDS , As per attached Additional Terms and Conditions
Financial Advisory Reports	Yes
Frequency of Progress Report	Monthly and Quarterly
Type of Professional/Resources required	Tax expert , GST expert , Chartered accountant
Qualification of Professional/Resources required	CA
Certification of Professional/Resources required	Certified valuer by ICAI
Total Experience of Professionals / Resources (In years)	3 - 5 Years
एडऑन /Addon(s)	
Post Financial Advisory Support	Yes

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Nitin Ganesh Ghodeswar	400094,DIRECTORATE OF PURCHASE AND STORES V. S. BHAVAN ANUSHAKTINAGAR	Project / Lumpsum Based	Number of months for which Post Advisory support is Required : 24

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

1. **Generic**

OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.

For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

3. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

CASE FILE REFERENCE NO. :- DPS/CPU/09/A1/4661

As per Govt. public procurement policy, bidder shall submit the following self declaration certificates (Annexure-XI) in bidder's letterhead:

i) Annexure-XI (Make in India Order Certificate), Self declaration certificate as per the proforma attached clearly indicating the percentage of local content included in the offered product and the details value addition is made for the offered product.

The bidder shall upload above Annexure XI duly filled with detailed location of the place where value addition is done for each component of the quoted item along with pin code, clearly indicating the buyer's tender enquiry number and bidder's reference number, stamped & signed, by authorized signatory along with the bid documents.

PLEASE NOTE THAT CLAIMING THE SERVICES SUCH AS TRANSPORTATION, INSURANCE, INSTALLATION & COMMISSIONING, TRAINING AND AFTER SALE SERVICE SUPPORT LIKE AMC/CMC ETC., SHALL NOT BE CONSIDERED AS LOCAL CONTENT AS PER OM N.P-45021/102/2019-BE-II-PART(1)(E- 50310) DATED:4/03/2021 ISSUED BY MINISTRY OF COMMERCE AND INDUSTRY, DPIIT.

IT WOULD BE THE RESPONSIBILITY OF THE CONTRACTOR TO ARRANGE POLICE VERIFICATION CERTIFICATE FOR HIS WORKMEN/TECHNICIANS/ENGINEERS TO ENABLE CARRYING OUT INSTALLATION/ERECTION COMMISSIONING OF THE INSTRUMENT/EQUIPMENT/PLANT INSIDE THE PURCHASER'S PREMISES.

PBG:

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also. DD should be made in favour of PAY & ACCOUNTS OFFICER, DPS payable at V S BHAVAN , ANUSHAKTINAGAR, MUMBAI - 94. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hardcopy to the original DD to the Buyer within 15 days of award of contract.

Bidders can also make the payment of EMD/PSDBG electronically using Credit Card, Debit Card, Netbanking, IMPS, UPI/BHIM through Non-Tax Receipt Portal (NTRP) known as "Bharatkosh"

Bidders must select "DPS EMD" under Purpose from the drop down list while making payment through NTRP

Details of the same is attached under Buyer Uploaded ATC Document

ALL THE DOCUMENTS UPLOADED SHOULD BE ON THE BIDDER'S LETTERHEAD. DOCUMENTS CLEARLY SPECIFYING THE ACCEPTANCE OF ALL THE TECHNICAL SPECIFICATIONS, ADDITIONAL SPECIFICATION PARAMETERS AND TERMS & CONDITIONS SHOULD BE UPLOADED

Additional Terms and Conditions:

BIDDER MUST UPLOAD AN UNDERTAKING STATING THE ACCEPTANCE OF ALL THE Additional Terms and Conditions MENTIONING THE ACCEPTANCE OF ALL PARAMETERS WITHOUT WHICH OFFERS WILL BE NOT BE CONSIDERED

4. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid. All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM. If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless

otherwise allowed by the applicable GeM GTC.

13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

Additional Terms and Conditions:**Financial Advisory Services**

Hiring of consultancy services for looking after ITR Filing and filing of GST Returns on the basis of details provided by Cash Section, DPS and responsibility of dealing with the IT/GST Authorities with respect to any Notices/Orders, etc received by DPS.

(I) ITEM DESCRIPTION / WORK DURING THE CURRENCY OF THE CONTRACT AND PERTAINING TO PREVIOUS PERIOD:

Sl.No.	ITEM DESCRIPTION OF SERVICE	Unit	QTY.	RATE WITH GST	AMOUNT
(I)	<u>INCOME TAX RELATED</u>	QTR.	EIGHT		
(a)	Verification of data and filing of various returns viz. 24G, 24Q, 26Q, 27Q, 27EQ & Annual Returns;				
(b)	Revised returns wherever required.				
(c)	Preparing revised returns and resolving defaults in respect of previous financial years.				
(d)	Preparing and Providing Form 16 (Part A and B) and Form 16A				
(e)	To deal with the notices served by the Income Tax Department to DPS during the contract period, preparation of draft replies with due approval of DPS, representing DPS in front of taxation authority, etc. till closure.				
(f)	Advice on any issue related to Direct Tax including applicability of any provision, advice on forming the transaction to make it tax compliant, etc.				
	(Approximately 600 Employees and 200 Contractors) TOTAL = 800 Approximately				
(II)	<u>GST RELATED</u>				
(a)	Verification of data and filing returns of GSTR-1, GSTR-3B, GSTR-7 & GSTR-9 (Annual returns).				
(b)	Revised returns wherever required				
(c)	Preparing and providing TDS on GST certificates				
(d)	To deal with the notices served by the GST authorities to DPS, during the contract period, preparation and filing replies with due approval of DPS, representing DPS in front of taxation authority whenever required, till closure.				
(e)	Advice on any issue related to Indirect Tax including applicability of any provision, advice on forming the transaction to make it tax compliant, etc.				
	(Approximately around 300 records in r/o. TDS on GST)				
(III)	Offering assistance/Informing DPS about implementation of any new provisions introduced in IT Acts and GST Acts well in time. Also, to issue any Certificate required by Authorities with respect to DPS.				

Note: 1 Lot = 08 Quarters

(II) SCOPE OF WORK:

The relevant data for filing the returns shall be furnished by DPS to the Service provider sufficiently before the due date of submission of return.

It shall be ensured by the Service provider that the filing of returns shall be made within the due date prescribed by the Tax Authorities, failing which penalty/late fees if any till the date of filing shall be borne by the service provider.

The Service provider shall visit DPS office premises at Central Accounts Unit, 2nd Floor, South Wing, V. S Bhavan well before the due date to ensure that the filing is done successfully.

TDS on Income Tax @ 10% or as applicable will be deducted from payment.

TDS under GST will also be deducted as applicable.

PAN Card (Xerox) should be attached with the bill.

The Service provider shall not sub-contract any or all of the work without written consent from authorised person of DPS.

(III) BID EVALUATION CRITERIA:

I. The Service provider is required to quote the rates in whole rupees per quarter basis.

II. The Service provider should have minimum of three years' experience in Income Tax and GST related work as described in the Item description in any Central/ State Government or Private Organisations and submit relevant documents in support of their claim.

III. The Service provider should have registered office address at Mumbai and shall be operating from Mumbai Metropolitan Region (MMR). Documentary evidence of office such as address as per shop Act / Municipal Corporation, Partnership deed / Certificate of Incorporation copy of the same should be uploaded without which offer will not be considered for evaluation.

IV. Acceptance of ATC

V. The service provider must be registered with the Institute of Chartered Accountants of India (Copy of valid Registration Certificate issued by the Institute of Chartered Accountants of India to be furnished).

All above mentioned scanned and uploaded document should be Signed & Stamped / Digital Signed. The offer may be rejected if bidder fails to submit any one of the above documents.

(IV) PAYMENTS:

Payment will be on Quarterly pro-rata basis (i.e. once in three months) on submission of Invoice certified by Assistant Accounts officer/Senior Accounts Officer, Central Accounts Unit, DPS. Payment will be made within 30 days after completion of each quarter and after successful filing of the returns (without defaults) and on completion of other related services for the previous quarter as required by DPS on receipt of satisfactory work completion certificate from competent authority in DPS. Payment will be made by NEFT on submission of invoice and pre-stamped receipt in favour of the Pay and Accounts Officer, DPS. The invoice / Bill in triplicate should indicate the bank details, PAN and GST Number.

Payment shall be released only for the items for which the Services were availed which should be complete in all respects and part payment shall not be released.

(V) CONFIDENTIALITY CLAUSE: The information made known to the Service provider through the data shall be treated as confidential and shall not be disclosed / transferred to anyone.

DPS reserves the right to terminate the contract by giving notice of one month without any financial obligation of contract.

(VI) VALIDITY OF THE CONTRACT: Two years from the date of release of contract.

(VII) OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.