



**National Board of Examinations in Medical Sciences**  
**New Delhi**

Dated: 27/08/2021

**NOTICE**

Sub: Response to Pre-Bid Queries in respect of Tender for Accounting, Financial Management and Taxation Services

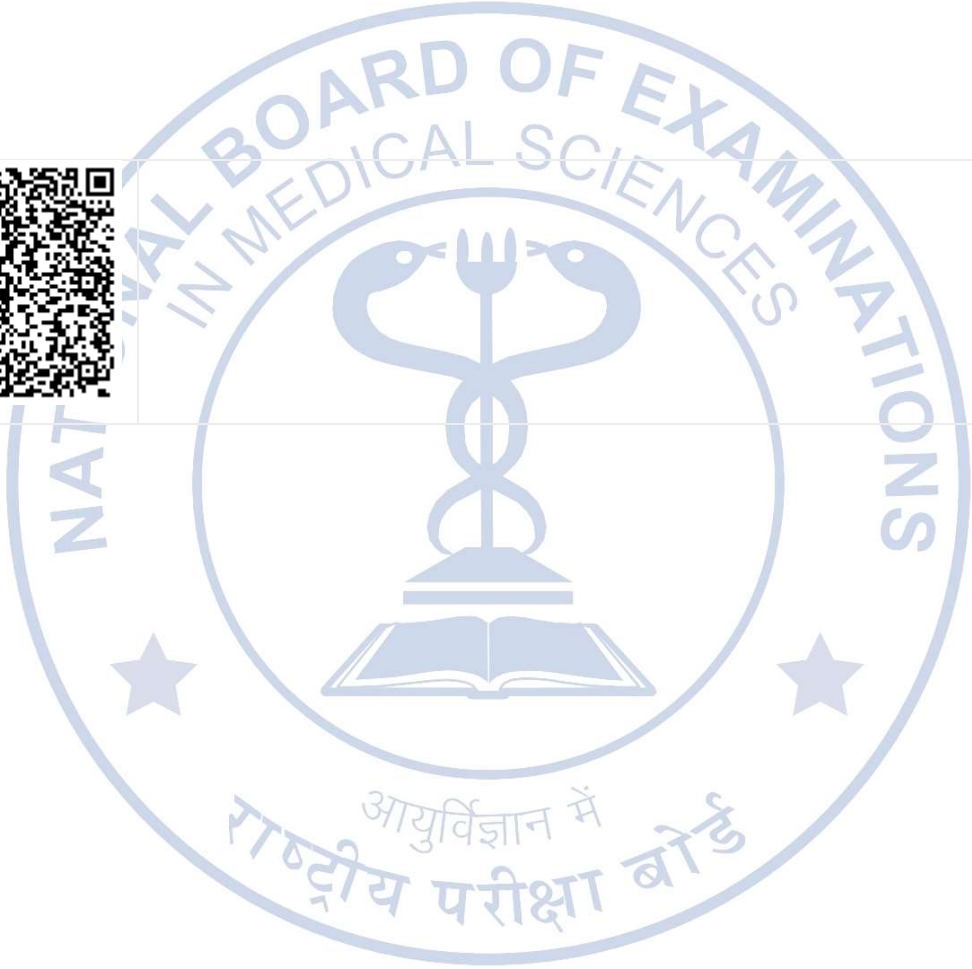
\*\*\*\*\*

The following is the response to the pre-bid queries received for the Tender for Accounting, Financial Management and Taxation Services:

Sr. No.	Query	Answers
1	If there any other branch/office apart of Delhi and outside Delhi where the scope of work needs to be implemented/executed.	NBEMS does not have any other branches.
2	Is GST Registration only one or actual number of GST Registrations for which returns are being filed/to be filed	NBEMS has only one GST registration with GST department GST returns is to be filled for the same.
3	No. of Employees in Organization for TDS return compliances.	NBEMS has around 125 employees for which TDS return compliances is to be made.
4	Approx. no. of man days and level of deployment-CA, semi-qualified, staff etc.	NBEMS is following 5 days a week working. The Chartered Accountant Firm will depute adequate number of dedicated and qualified personnel depending upon the volume of work involved in each activity and will report every month to The Executive Director, NBEMS <u>The minimum number of such personnel having sound knowledge of Accounting, Auditing and taxation deployed at NBE should not be less than two at any time.</u> Additionally, One FCA partner having experience of 5 years of handling work of Central/State Govt. PSU on full time basis will be deputed for supervising and guiding the staff deputed for NBE work who shall visit NBE regularly (Once or twice in a week).
5	Estimated costs if any for Accounting, Financial Management and Taxation Services 2021-22 to 2024-25. Approx. no. of vouchers for National Board of Examinations	Detailed scope of work is specified in the tender document, CA firm may estimate its price quotation and submit its financial bid accordingly.

Contd...

Sr. No.	Query	Answers
6	Whether GST work scope is for GST routine work or is it also include any specific work or assignment. i.e. Appeal, Assessment, Special Audit, etc.	Scope of work of GST is ALL INCLUSIVE. It also includes preparation of detailed replies and submission thereof to the queries, if any raised by GST department during assessment or appellate proceedings or otherwise by GST authority of present/past appeals/proceedings or other hearings.



**NBEMS**