

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	23-06-2026 13:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	23-06-2026 13:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) /Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Textiles
विभाग का नाम/Department Name	Na
संगठन का नाम/Organisation Name	N/a
कार्यालय का नाम/Office Name	National Textile Corporation Limited
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	buycon8.mt.tn@gembuyer.in
वस्तु श्रेणी /Item Category	Custom Bid for Services - ----
समान श्रेणी/Similar Category	<ul style="list-style-type: none"> Financial Audit Services
अनुबंध अवधि /Contract Period	2 Year(s) 1 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	7 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Additional Doc 1 (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

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू 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	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	1200000
Payment Timelines	Payments shall be made to the Seller within 45 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	IDBI Bank
ईएमडी राशि/EMD Amount	50000

ईपीबीजी विवरण /ePBG Detail

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आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b). 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 :

DY.GENERAL MANAGER -TECH/HOD -FIN
National Textile Corporation Limited, NA, N/A, Ministry of Textiles
(Kaspa Srinivasarao)

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

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

2. **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.

3. 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.

4. 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.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

FINANCIAL BID - [1780038373.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Scope of Work:[1780038028.pdf](#)

Instruction To Bidder:[1780038034.pdf](#)

Payment Terms:[1780038043.pdf](#)

GEM Availability Report (GAR):[1780038085.pdf](#)

Undertaking of Competent Authority is mandatory to create Custom Bid for Services. Please download standard format document and upload:[1780038136.pdf](#)

Custom Bid For Services - ---- (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Description /Nomenclature of Service Proposed for procurement using custom bid functionality	----
Regulatory/ Statutory Compliance of Service	YES
Compliance of Service to SOW, STC, SLA etc	YES
एडऑन /Addon(s)	

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

No

अतिरिक्त विशिष्ट 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	Manojkumar Rajaram	641009,National Textile Corporation Limited- Southern Region Office, NTC HOUSE, P.O BOX 2409, 35-B, SOMASUNDARAM MILLS ROAD, COIMBATORE-641009	Project / Lumpsum Based	N/A

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

1. Generic

OPTION CLAUSE 50% : The buyer can increase or decrease the contract quantity or contract duration up to 50 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 50 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 50 percent with the consent of the service provider

2. Generic

Buyer Organization specific Integrity Pact shall have to be complied by all bidders. Bidders shall have to upload scanned copy of signed integrity pact as per Buyer organizations policy along with bid. [Click here to view the file](#)

3. Buyer Added Bid Specific Scope Of Work(SOW)

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

4. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

5. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

6. Forms of EMD and PBG

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

NATIONAL TEXTILE CORPORATION LIMITED

Account No.

441401010011319

IFSC Code

UBIN0544141

Bank Name

UNION BANK OF INDIA

Branch address

GANDHIPURAM

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

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 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 कार्रवाई 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---



नेशनलटेक्स्टाइलकॉर्पोरेशनललिटेड
NATIONALTEXTILECORPORATIONLIMITED
(भारतसरकारकाउपक्रि)
(A GOVERNMENT OF INDIA UNDERTAKING) CIN: U74899DL1968GOI004866

NOTICE INVITING TENDERS FOR PROVIDING ACCOUNTING AND ASSURANCE SERVICES TO THE UNIT MILLS, RETAIL MARKETING DIVISION AND REGIONAL OFFICE UNDER THE NATIONAL TEXTILE CORPORATION LIMITED, SOUTHERN REGIONAL OFFICE, COIMBATORE, TAMILNADU.

Introduction

National Textile Corporation Limited is one of the Public Sector Undertakings under the Ministry of Textiles Government of India. The Southern Regional Office of the Corporation is situated at 35-B, NTC House, National Textile Corporation Ltd, Southern Regional Office, Somasundaram Mills Road, Kattoor – Coimbatore 641009, Tamil Nadu. There are 14 full-fledged Textile Mills, 13 Closed Mills, Retail Marketing Division with 29 Retail Marketing Showrooms, 3 Sales Depots, One Central Testing Laboratory and 2 Liaison Offices under the Southern Regional Office till March 2020. However, at present consequent to the Nation-Wide Lockdown in the wake of COVID 19, the operations of the mills have been under suspension.

Tender Notice

We are inviting tenders in two cover system from the interested firms of Chartered Accountants / Cost and Management Accountants / Limited Liabilities Partnership (LLP) / Accounting and Assurance Service Providers having more than 10 years of experience in providing **Accounting and Assurance Services** to the Regional Office, Mills / Units and Retail Marketing Division under the Southern Regional Office of the Corporation as follows:

Qualification and experience of the manpower

The tenderer is expected to make available at least one manpower at each of the locations (Regional Office, and at all required location and Retail Marketing Division) where the designated Accounting and Assurance Services are provided. The manpower provided by the firm should be a qualified Chartered Accountant or Cost and Management Accountant with at least 10 years of post-qualification experience, with proficiency in Tally accounting. The experience in Finalization of Annual Accounts and Auditing work of any Central Government PSU/State Government PSU/ Government Department/ Bank will be preferred. The Tenderer also required to have experience for more than 10 years to provide Accounting & Assurance Services to manufacturing company. Selection process is solely in the hand of management depend upon suitability, experience and geographic reach.

Contract period:

The specified services are required to provide continuously for two years starting from April 2026 to March 2028 and it can be further extended for another two years based on satisfactory completion of Accounts Finalization (Accounts Audit + Tax Audit) for each Financial Year and to maintain uniformity.

Payment Clause:

The agreed Fees for the designated services will be paid to the Tenderer on Quarterly basis on satisfactory completion of work, after making statutory and other deductions as per applicable rules and Tenderer has to raise proper tax Invoice on Southern Regional Office , Tamilnadu (with Tamilnadu GSTIN – 33AAACN2847D2ZU).

Additional Conditions:

1. The tenderers should have minimum 10 years of experience in providing the designated service to different organizations of repute. Preference will be given to those tenderers who have provided similar services to any Central Government PSU / State Government PSU / Government Department / Bank. The Tenderer should have 10 years of experience to provide Accounting & Assurance Service to any manufacturing company.
2. The tenderers should have their own offices/tie up offices / networked offices to provide suitable qualified and experienced personnel to all the location so that Southern Regional Office can easily coordinate with those personnel for any matter / matters related to those locations.
3. The Tenderer Shall ensure that neither the tenderer nor any associated individual or entity has any association , engagement or affiliation with National Textile Corporation Ltd either in the past or present.
4. The details of Tentative periodical reports and statements of completion of the work for each location shall be provided to the potential Tenderers / Participants on pre Bidding Meeting day.
5. The working time, attendance, office discipline and the rules applicable to the personnel engaged by the tenderer for each location shall depend on the volume of work and exigencies of the work in each location.

Earnest Money Deposit/ Security Deposit :

[1] Tenderer shall enclose Crossed Demand Draft/ RTGS on any Scheduled Bank in favour of "NATIONAL TEXTILE CORPORATION LIMITED", payable at Coimbatore, towards Earnest Money Deposit/ Security Deposit amount Rs 50,000/-.

BANK details for RTGS :

- Beneficiary Name: National Textile Corporation Ltd
- Account No: 441401010011319
- IFSC Code: UBIN0544141
- Bank Name: Union Bank of India
- Branch Name: Gandhipuram Branch-641012

[2] EMD/SD shall not carry any interest.

Refund of EMD/SD to Unsuccessful Tenderer:

The EMD/SD of the successful Bidder whom the contract will be awarded, EMD/SD shall be retained and shall be released after successful completion of the contract period only.

The EMD/SD of the unsuccessful Bidders whom the contract not awarded shall be released within 15 days of the opening of financial Bid.

The tenderers are required to furnish the details of the Bank i.e. Name of the Bank, Bank Account Number and Name of Branch with IFSC Code etc for refund of EMD/SD.

The Earnest Money Deposit / Security Deposit will be forfeited:

The Earnest Money Deposit / Security Deposit of the tenderers will be forfeited in the following cases:

1. Tenderers withdraw their bids or back out after acceptance.
2. Tenderers do not accept the assignment after selected as L1 and engagement letter is once issued.
3. Tenderers violate any of the conditions prescribed in the tender document.
4. Tenderers change any of the terms of the tender, during the validity period of the tender.
5. Tenderers neglect or refuse to accept their rates quoted after submission of their tender or to comply with any of the conditions of the tender.

Technical Bid

Technical bid as prescribed in Annexure – 1 should be filed and attached along with following documents

- i. Copy of Registration Certificate of Firm/LLP
- ii. Submission letter of tender document filled in ANNEXURE -A
- iii. Demand Draft / RTGS details for EMD
- iv. Technical Bid for “Providing Accounting and Assurance Services” along with self-attested documents as per Annexure ‘1’
- v. A copy of cancelled cheque for the purpose of refund of EMD.
- vi. PAN Copy
- vii. GST Registration certificate copy
- viii. Qualification of Partners, Organization Chart with designation, Employee list with qualification and experience on the letter head
- ix. Confirmation on (1) How many Locations the Firm operating/having presence in South India (2) How many locations Firm can provide men-power for Accounts Assurance service; Provide Contact address and details. Refer Annexure-A for

location wise Man-power requirement.

- x. Proof for previous experience more than 10 years in any Central Government PSU / State Government PSU / Government Department / Bank as well as an Accounting & Assurance service Provider in any Limited manufacturing company
- xi. Any Award/Recognition/certificate of appreciation from State/Central Govt/Autonomous body in the area of Accounts, Finance, Costing and in the area of Education and Training in the same field.
- xii. Self-Declaration letter for non – Black listed.
- xiii. Sealed and Signed Integrity Pact with witness Signature – ANNEXURE III

Financial Bid

The financial bid as prescribed in Annexure 'II' should also be filled up . Financial Bid of only technically qualified tenderer will be opened.

Fee for the Service

The fees for providing Accounting and Assurance Services as per the conditions of the tender should be quoted one amount. The fee quoted should be indicated clearly both in Figures and in Words. If there is any variation between the fee quoted in Figures and Words then the fee quoted in figures will be considered for evaluation.

Implementation Integrity Pact in NTC: (Refer Annexure III)

Tenderers are requested to go through the implementation of Integrity pact in NTC which is attached as Annexure-III. This tender is hosted on our official website: www.ntcltd.org along with the copy of the Integrity pact, which may be downloaded and submitted duly signed with seal, along with the tender. "Only those vendors /bidders, who commit themselves to Integrity pact, would be considered competent to participate in the bidding process. The name of the Independent External Monitors (IEM) is Transparency International India (TII).

General Terms and Conditions

- i. Bids are valid for 90 days from the opening of the Bid.
- ii. In case the service performance is not found satisfactory, the firm can be removed after giving one month notice during the engagement period of two years. In this case, the next firm in the line of L-1 shall be called upon to accept the engagement, provided he agrees for L-1 fees.
- iii. The assignment for providing Accounting and Assurance services for different locations shall be clubbed wherever necessary considering volume of work and

- location.
- iv. Partially filled technical bid forms will be rejected.
 - v. Tender of Proprietorship firms will be rejected.
 - vi. All tender documents listed in tender documents must be enclosed with the bid.
 - vii. Firms should sign and seal relevant annexures wherever the signatures/attestations are required.
 - viii. Failure to furnish all information required as per the Bidding Document may result in the rejection of the Bid.
 - ix. The Corporation reserves the right to accept or reject any Bid and to annul the Bidding process and reject all Bids at any time prior to award of contract without assigning any reason whatsoever, without there by incurring any liability to the affected Bidders or without any obligation to inform the affected Bidder or Bidders of the grounds or the reasons for the said action.
 - x. The tenderer should be easily contactable/approachable.
 - xi. Since the NTC Ltd, Regional Office is located in Coimbatore, the tenderer's Registered office must be located in Coimbatore only.

Termination:

- i. If The tenderer fails to provide services satisfactory as prescribed by the Corporation, the Corporation reserve the right to terminate the contract at any point of time.
- ii. The Contract shall be considered as terminated in the event of the death of the owner of the tenderer Firm and their legal heir will not have any right/claim towards the same. However, the legal heirs of the owner of the firm may continue working as per contract specifications for next three months. The Corporation has to complete process to engage another tenderer for the remaining period.
- iii. If the tenderer does not desire to continue the contract, in such case, it has to give three months' notice in advance to the Corporation and thereby its contract period shall seize.
- iv. In addition to the any provision of this contract, the Corporation can terminate the contract without providing any reason to the tenderer by giving notice of one month in advance. No compensation shall be paid to the tenderer for the residual period after the cancellation of contract.
- v. Failure by the tenderer to comply with any statutory requirements and terms and conditions of this tender during the period of contract shall result in termination of the contract and subsequent disqualification for participation in any future tender floated by the Corporation.
- vi. If Tenderer indulges in any undesirable practice or mal practice at any time during the contract which lead to financial or non-financial loss to National Textile Corporation Ltd.

Confidentiality clause

The successful bidder must not disclose the confidential information obtained from the corporation to anyone during the work period in physical or electronic or in any form through any medium unless approved by the Corporation.

Jurisdiction in case of Disputes

In case of any dispute, jurisdiction of courts at Coimbatore shall be final and binding up on the parties.

Doubts and Clarifications

For any doubts and clarification with respect to this tender, the same may be sought from the office of the Deputy General Manager (Technical / Finance), **National Textile Corporation Limited, 35-B, Southern Regional Office, Coimbatore -641009.**

Contract Person: Mr. Kaspasrinivasarao, Mobile No: 9620988817

Email id: finance.ntcsro@ntcltd.org

Annexure -I

<<To be submitted on the letter head of the Firm >>

Technical Bid for Proving Accounting & Assurance

Contact details of the Firm	Name: _____ Office Address: _____ _____ City: _____ Pin Code: _____ _____ Office Telephone No: _____ _____ Mobile No: _____ _____ Email: _____ Website: _____
Income tax Permanent Account Number (Self-attested Copy of the same shall be enclosed)	
GST No. (Self-attested copy of the same shall be enclosed)	
Details of the Firm: 1. Whether LLP or Partnership or Company; 2. Date of establishment / incorporation of firm; 3. No. of partner(s) Name and Contact Numbers: 4. No. of qualified staff: 5. No. of clerical staff:	1. ROC 2. Partner Details (with Qualification on letter head) 3. Organisation chart with designation and name and Employee details with their qualification and experience in years on letter head
Whether the firm is having certificate of practice for not less than 10 years as partnership firm or LLP in the area of Accounting Assurance Service? If yes, then enclose Self attested copy of the registration certificate.	Yes/No
Details of Earnest Money Deposit Amount	Amount Rs 50,000/- Value drawn dated _____ Vide DD NO _____ or RTGS or NEFT Bank Transaction/Reference Number _____ in favour of National Textile Corporation Limited , Payable at Coimbatore Location.
Details of experience:	Details along with proof thereof may be attached,

<p>[1] Worked as an Auditor for Internal Audit / statutory Audit/Cost Audit /GST audit of any of the units of the Local Government Bodies / Central Government PSU/State Government PSU / Banks etc in the last 10 years prior to FY2025-26</p> <p>And</p> <p>[2] as a Auditor/Accountant and in any Manufacturing Company as a Accountant/Account Assurance Service provider</p>	<p>along with copies of work completion (year) certificate for Both points :</p> <p>(1) As an Auditor in PSU/Central or State Govt. Companies/Banks</p> <p>(2) As an Accountant or Accounting & Assurance Service Provider in any manufacturing company.</p>
<p>Whether any Tenderer or any associate individual from your firm having any association, engagement or affiliation with National Textile Corporation Ltd either in past or present ?</p>	<p>Yes/No (If Yes, Provide details)</p>
<p>Whether the tenderer has been blacklisted / convicted in any disciplinary proceedings/criminal case by regulatory authority / court in connection with professional work by any Central Government PSU / State Government PSU / Government Department / Bank.</p> <p>The Bidders are required to submit an undertaking in this respect as per attached format. (attach the undertaking format)</p>	<p>Yes / No</p> <p>The undertaking attached</p>
<p>The tenderer should have own office/branch office in the same State of the location of the units of the Corporation.</p> <p>(Complete address of the branch office along with the details of contact person and his phone number should be submitted on letter head of the tenderer).</p> <p>In case the tenderer is having contact office / linked offices in different States of the location of the units of the Corporation, the same may be specified clearly</p>	<p>Complete Address and other details attached: Yes/No</p> <p>[1] Location Specific : Yes/No</p> <p>[2] Menpower arrangement on that location : Yes/No</p> <p>(Refer Annexure-A for your reply/details submission)</p>

Any award/recognition from State Government/Central Government/Autonomous body in the area of Accounts, Finance, Costing and in the area of Education and Training in the field	Yes/No; If Yes, Details / certificate required
Details of Bank for refund of EMD: Name of Account holder; Account number; Name of Bank; Name of Branch; IFSC code; (enclose a copy of cancelled cheque)	

Signature and seal of tenderer:

Name:

Capacity /authority to sign:

Full address:

Scope Of work

- i. The tenderer is required to depute at least one personnel to each of the Mills / Units as per **Annexure-A**, having required qualification and experience as per the tender, so as to strengthen the functions of Accounts and Finance Department and help our existing officers in carrying out the routine work.
- ii. The personnel so deputed are required to check, monitor and report the accounting and financial activities to the respective Accounts Officers, Head of the Mill / Unit i.e. General Manager /In-charge of the unit / Southern Regional Office and to help them in various area from vouching, Accounting to finalization of Accounts
- iii. The personnel so deputed are required to help the staff / officers in passing /checking all entries of Payment and Receipt, Monitor Banking Transactions and timely bank reconciliation
- iv. The personnel so deputed are required to help the staff / officers to make and check entries of tally and other system/software/excel as per requirement
- v. The personnel so deputed are required to help staff / officers to prepare monthly GST related data and monitor the GST filing
- vi. The personnel so deputed are required to help the staff / officers in repairing and filing all Income Tax related returns on time as per Rules and as per the existing mill process
- vii. The personnel so deputed are required to help the staff / officers to finish all types of Audits and to provide audit query reply in time bound manner
- viii. The personnel so deputed are required to help the staff / officers to prepare draft reply to any Government department for any demand/notice received
- ix. The personnel so deputed are required to help the staff / officers in completing the monthly Inter-unit reconciliations with all the units required to be completed.
- x. The personnel so deputed are required to help the staff / officers to finish accounts finalization as per Head Office Instruction with the help of the respective Accounts Officer.
- xi. The personnel so deputed are required to verify the Salaries and Wages statements and assist the staff / officers in preparation of the same.
- xii. The personnel so deputed are required to help the staff and officers in preparing various reports and details to submit to Head Office based on requirement.
- xiii. The personnel so deputed are required to carry out, monitor and complete all accounting works of the mills / units right from generation of vouchers in Tally

system to preparation of final accounts in the format / formats prescribed by the Head Office of the Corporation on time bound manner, as per the instructions of the respective Accounts Officer.

- xiv. The personnel so deputed are required to carry out the works as may be assigned by the Unit Head and the respective Accounts Officer and also by the Regional Office

Nature of Work

A. At Southern Regional Office (SRO) level

1. Receipt and Payment Entries
2. Monthly Inter unit Reconciliation All Payment and Receipt entries need to be verified
3. Accounting, vouching and verification and passing entries in Tally;
4. Bank reconciliation and monitoring fund flow;
5. Monthly GST data, Quarterly IT return data, PF and ESI Challan to be verified;
6. Year End Accounts Finalization in line with IND AS and as per Instruction and Accounting Policies approved by NTC Board;
7. Salaries & Wages workings to be verified according to the procedures & rules of NTC
8. Assisting the accounts team in preparation of replies and remarks to the Inspection Reports, Audit Paras, Audit Observations etc of the CAG Auditors in respect of individual unit mills
9. Any other finance, accounts and audit related works on need-based manner as per requirement of NTC Ltd.

B. At Mill Level

1. All Payment and Receipt entries need to be verified;
2. Accounting, vouching and verification and passing entries in Tally;
3. Bank reconciliation and monitoring fund flow;
4. Monthly GST data, Quarterly IT return data, PF and ESI Challan to be verified;
5. Year End Accounts Finalization in line with IND AS and as per Instruction and Accounting Policies approved by NTC Board;
6. Salaries & Wages workings to be verified according to the procedures & rules of NTC
7. Assisting the accounts team in preparation of replies and remarks to the Inspection Reports, Audit Paras, Audit Observations etc of the CAG Auditors in respect of individual unit mills
8. Any other finance, accounts and audit related works on need-based manner

List of units/mills locations under NTC Ltd (Southern Regional Office, Coimbatore)

S. No.	Particulars of the Running Mills	Location
1	Cambodia Mills	Coimbatore, Tamilnadu
2	Pankaja Mills	Coimbatore, Tamilnadu
3	Pioneer Mills	Paramakudi, Tamilnadu
4	Kaleeswarar 'B' Mills	Kaliyarkoil, Tamilnadu
5	Sri Rangavilas Mills	Coimbatore, Tamilnadu
6	Coimbatore Murugan Mills	Coimbatore, Tamilnadu
7	Coimbatore S&W Mills	Coimbatore, Tamilnadu
8	Vijaymohini Mills	Thiruvananthapuram, Kerala
9	Cannanore Spg. Wvg, Mills, Mahe	Mahe, Puducherry
10	Cannanore Spg. Wvg, Mills, Kannur	Kannur, Kerala
11	Alagappa Mills	Thrissur, Kerala
12	Kerala Laxmi Mills	Thrissur, Kerala
13	New Minerva Mills	Hassan, Karnataka
14	Tirupathi Mills	Tirupathi, Andhra Pradesh
15	Retail Marketing Division (Showrooms)	Coimbatore, Tamilnadu

S. No.	Particulars of the Closed Mills	Location
1	Netha Spg. & Wvg. Mills	Secundrabad , Telangana
2	Azam Zahi Mills	Warrangal, Telangana
3	Nataraj Spg. &Wvg. Mills	Nirmal, Telangana
4	Ananthpur Cotton Mills	Tadpatri, AP
5	Adoni Cotton Mills	Adoni, AP
6	Sree Yellamma Cotton & Woolen Mills	Davangere, Karnataka
7	Minerva Mill	Bangalore, Karnataka
8	Mysore Spg. &Wvg. Mills	Bangalore, Karanataka
9	MSK Mills	Gulbarga, Karnataka
10	Sri Sarada Mill	Coimbatore, TN
11	Kaleeswarar Mills A unit	Coimbatore, TN
12	Somasundaram Mills	Coimbatore, TN
13	Parvathi Mills	Kollam, Kerala

14	Reseach & Development (CTL)	Coimbatore, TN
15	Southern Regional Office (SRO)	Coimbatore, TN

Undertaking for Custom Bid for Services Creation on GeM

(to be filled by the HoD)

File number:

Date:

Subject: Undertaking for Creation of Custom Bid for Services required on GeM

1. Services required (Please specify the exact services required):
2. Search String Used in the GeM Availability Report & Past Transactions Summary (Please state the exact search string used to find suitable Service categories):
3. GARPTS ID (mention GeM Availability Report ID):
4. Categories which will be selected for sending notification from GeM:
Category 1: (Category Name)
Category 2: (Category Name)
Category 3: (Category Name)
5. Undertaking:
I acknowledge that the creation of a custom bid for Services is an exceptional process, warranted only when categories are unavailable on GeM for the required services.

I, (Your Name), undertake to the following:

1. Our office/organization has diligently conducted a comprehensive search using the provided search parameters, confirming the absence of relevant categories for services.
2. To the best of our knowledge, our office/organization has provided an accurate and detailed description of the required services in para 1 above.
3. We have meticulously selected the most relevant categories for notification in para 1 above.
4. Our office/organization stands fully prepared to justify the necessity for a custom bid for services to GeM upon request.

Signature

(Name of Competent Authority)

(Designation, Organization, Department, State)

Note – This undertaking will be attached to Custom bid published and will be available in public domain.

Undertaking for Custom Bid for Services Creation on GeM

(to be filled by the HoD)

File number:

Date:

Subject: Undertaking for Creation of Custom Bid for Services required on GeM

1. Services required (Please specify the exact services required):
2. Search String Used in the GeM Availability Report & Past Transactions Summary (Please state the exact search string used to find suitable Service categories):
3. GARPTS ID (mention GeM Availability Report ID):
4. Categories which will be selected for sending notification from GeM:
Category 1: (Category Name)
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4. Our office/organization stands fully prepared to justify the necessity for a custom bid for services to GeM upon request.

Signature

(Name of Competent Authority)

(Designation, Organization, Department, State)

Note – This undertaking will be attached to Custom bid published and will be available in public domain.