

THE ORIENTAL INSURANCE COMPANY LTD
Head Office - ORIENTAL HOUSE
A-25/27, ASAF ALI ROAD, NEW DELHI-110002
(A Govt. of India Enterprise)
Phone: 011-43659203, 43659246
CIN.U66010DLI1947GOI007158

Replies to queries in reference to RFP Reference No. OIC/AC/GST/18.01.2019

Queries	OICL Response
<p>We understand that only 'The Oriental Insurance Company Limited' (hereinafter referred to as 'OICL') forms part of the scope under the RFP.</p> <p>In this regard, we understand that any other affiliates i.e. subsidiary or associates of OICL are not covered by scope mentioned under the RFP. Would request you to please confirm the same.</p>	<p>Yes Only for OICL Offices are to be covered</p>
<p>As per RFP, the bidder must be either a registered CA/ICWA or firm.</p> <p>In this regard, we would like to mention that we are not a CA/ICWA or firm. Instead, we are a tax and other consultancy firm set up as an LLP.</p> <p>Basis the definition of GST Consultant given on page number 7 of the RFP document, we understand that LLP/ Company are also eligible to apply for the RFP. We request you to confirm our understanding that non-CA firms undertaking indirect tax compliance and consultancy work qualify under the "Eligibility Criteria".</p>	<p>LLP with CA/ICWA as partners providing GST consultancy services are eligible. Refer to our corrigendum dated 30.01.2019.</p>
<p>As per the RFP document, bidder should submit details of professionals to be deployed in the project. For this, the RFP document has requested for Accounting/ legal/ IT professionals.</p> <p>We request you to clarify that whether the term accounting professional would include Indirect tax professional.</p> <p>In addition to this, would request you to clarify what is the qualification(s) required for the IT person/ professional.</p>	<p>Refer to our corrigendum dated 30.01.2019. The word Legal stands deleted.</p> <p>Yes</p> <p>BCA/ MCA/ B. Tech</p>

Would request you to confirm the total Number of GST registrations covered under the scope (this include TDS, ISD etc.)	OICL is having total 33 states registration, presently
Would request you to confirm if any ISD registration has been obtained by OICL	Yes One ISD for Delhi.
With respect to filing of GST returns, would request you to confirm if OICL would require services of ASP GSP or OICL already has any internal GST compliance tool for filing GST returns	We Have empanelled ASP GSP.
With respect to assistance in GST Audit, we understand that it pertains to departmental audits to be conducted by GST authorities and not GST audit report to be filed in Form GSTR 9C. Request you to confirm the same. Further, request you to confirm whether it would also include departmental representations or it would cover only backend support services like preparing replies, reviewing the data etc.	It covers Preparing of replies and data to be produced before any tax authority/forum and assistance in preparing of GSTR9 and GSTR 9C
We have a separate affiliate firm under the same brand that performs statutory audit of the Companies. In this regard, we request you to clarify whether credentials of the affiliate firms may be furnished along with credentials of our firm.	Not Mandatory
We understand that the proposed contract (post successful bidding) shall be valid for a period of one year with a clause for further extension for two years. We request you to clarify whether inflation/ escalation clause in the fee would be incorporated in the terms and conditions of the proposed contract.	Extension without Escalation Clause.
We request you to clarify requirement of deployment of key personnel at OICL premises in terms of number of man days per month.	Depends on the work to be completed
It is also requested to clarify, whether all persons who form part of the proposed assignment should only be Qualified Chartered Accountants.	Depends on the Job requirement. However the official responsible for the job should be CA.
Please specify: 1. The number of registrations for which the GST compliance needs to be undertaken, is that	GST Registration for 33 states and one ISD

<p>include ISD registration</p> <p>2. Whether any advisory/ compliance needs to be undertaken for any affiliate or foreign business unit of OIC?</p> <p>3. What is the current structure of collating data for GST i.e. whether all the data is centrally available in Delhi office in same format.</p> <p>4. Whether OICL has prepared the SOPs for GST Compliances including the document on tax positions</p> <p>5. Please confirm that data extraction will be done by OICL</p>	<p>Advisory / Compliance is required for all offices of OICL in India and outside India.</p> <p>Yes</p> <p>Standard procedures are being followed.</p> <p>Yes</p>
<p>1. Please specify whether the role of the consultant is limited to preparation of the liability of claim of input or extended to submission and filing in GSTN portal?</p> <p>2. Which ERP/accounting platform is under by OICL</p>	<p>We have ASP / GSP for return filing</p> <p>ORACLE based application.</p>
<p>Does it include preparation of GSTSR 1 and GSTR7 form the data received from OICL OR only review of data</p>	<p>Preparation and review of OICL GST data for all GST returns applicable to OICL</p>
<p>Please clarify if assistance is limited to day to day queries and does not include preparation/ generation of E-way bill?</p>	<p>It includes both</p>
<p>Please specify the scope that entails "any other required service"</p>	<p>Depends on any future amendments in GST Rules /Law</p>