

Addendum/clarification to RFP for Carrying out the Rectification of past TDS defaults, Centralisation of TDS & its Compliances, Streamlining Tax Audit as per provision of Income Tax Act (including Centrally filing of Form 61, 61A and 61B)
RFP Ref. No.: HO.GAC/TDS/2018-19/01 dated: 17.12.2018



ALLAHABAD BANK

**CLARIFICATIONS/ADDENDUM TO RFP
FOR
*Carrying out the Rectification of past TDS defaults, Centralisation of TDS & its
Compliances, Streamlining Tax Audit as per provision of Income Tax Act (including
Centrally filing of Form 61, 61A and 61B)***

RFP Ref. No.: HO.GAC/TDS/2018-19/01 dated: 17.12.2018

Addendum/clarification Date: 02.01.2019

Addendum/clarification to RFP for Carrying out the Rectification of past TDS defaults, Centralisation of TDS & its Compliances, Streamlining Tax Audit as per provision of Income Tax Act (including Centrally filing of Form 61, 61A and 61B)
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INTRODUCTION:

The Bank has floated the Tender Ref No HO/GAC/TDS/2018-19/01 dated 17.12.2018 for carrying out the Rectification of past TDS defaults, Centralisation of TDS & its Compliances, Streamlining Tax Audit as per provision of Income Tax Act (including centrally filing of Form 61, 61A and 61B)

PRE BID QUERIES CLARIFICATIONS/ADDENDUM:

As per the terms of the RFP document, a pre –bid meeting was held on 29.12.2018, attended by the bidder’s representatives.

As an outcome of the clarifications sought by the bidders at the pre-bid meeting and the queries received from the bidders through e-mail, this clarification/addendum dated 02.01.2019 to the RFP document is being issued herewith.

OTHER AMENDMENTS:

The clarification/addendum covers clarifications to the queries raised by the bidders, few additional inclusions and amendments, which the Bank deems fit to be furnished to the bidders.

All other terms and conditions of the Tender document remain unchanged. Please treat this clarifications/addendum as an integral part of the Tender document already issued on 17.12.2018.

No further queries pertaining to this Addendum will be entertained.

**Asst. General Manager (F&A)
Allahabad Bank
Head Office, Kolkata**

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S. No	Page no. of RFP	Clause/section No.	RFP Text/Clause	Bidder's Query	Clarifications/Addendum
1	Page no.4 & 13	Clause 1 and Section VI (2) and (8)	Price of RFP (Not Refundable) and Earnest Money Deposit/ Bid Security (Refundable)	We are MSME Registered service provider. So as per MSME Act, we are exempted from payment of Application Money for RFP and EMD. Please confirm the same.	MSME service provider will be exempted from payment of Application Money and EMD, subject to submission of self certified MSME registration certificate.
2	Page no.23	Clause No. 5.1 & Point No. 5.1.29	Software should be capable of integration (in case of need) with Income Tax e-filing site for direct filing of E-TDS and other related returns at no additional cost to the Bank during contract period.	At present, no web services for filing of e-TDS / 15G-15H returns is available from Income Tax Dept., thus no direct integration between software and e-filing website can be done. We will provide some automated tools through which full process of filing get automated except the Captcha code.	Integration is expected upto the level allowed by the Income Tax Department. If no direct integration is allowed at present, the service provider may use any other alternative methods for data authentication/ filing of returns. However, the Bank will expect error free filing of returns/data.
3	Page no.24	Clause No. 5.1 & Point No. 5.1.36	Functionality of trial run before final run should be available in the application for the Centralized TDS return filing and generation of MIS informing probable	Whether it means pre-processing of TDS returns needs to be done by our solution in the same manner as done by TRACES (Income tax	The Service provider should carry out trial runs <u>monthly or shorter intervals</u> before filing of actual return in order to identify any deficiency from the point of view of the correct submission of

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			default cases along with recommended corrections in the Bank's source application systems to avoid future defaults.	department). Further, kindly clarify whether pre-processing of data needs to be done on monthly basis or quarterly basis.	TDS returns/data. <u>Trial run is required before Go LIVE of system of service provider.</u>
4	Page no.60	Clause No. 19	At present, if the application software is not compatible on Oracle Database suite, then Bidder has to factor the required database licenses for DC & DRS to meet the RFP requirements.	Our Application software is compatible with oracle database. However, our point of concern is whether License cost for the same is to be included in Commercial bid or Bank will provide the said License to the selected bidder.	RFP clause stands deleted. All the required hardware, software (OS, Database, third party tools etc) required for Centralised TDS setup should be provided and maintained with back to back OEM support by the bidders.
5	Page no. 22	Clause No. 5.1.15	The Bidder shall be responsible for rectification of past TDS defaults (starting from FY 2007-2008 to till date) of all branches/offices TAN wise and reducing the past defaults near to "ZERO" within one quarter from implementation date so as to surrender the requisite numbers of TAN (Branch/office wise) to Income Tax Department. Till the	Responsibility for preparation and filing of Nil Return shall be of the vendor or Bank will only file the return with the assistance from Nil return prepared by vendor.	Filing of regular returns (including NIL returns of branches) will be responsibility of the service provider. Although necessary raw data will be made available to service provider through ZO level TDS nodal officers/HO's officers. The Service provider shall ensure to reduce past TDS defaults near to ZERO within 1 quarter. However, if it cannot be done within the specified time, the service provider has to give proper justification as mentioned

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			surrender of TAN (branches/offices), the selected Bidder/ Service provider is to file NIL return for all the branches. (If past defaults cannot be reduced to zero then successful bidder/ service provider should submit a proper justification for the same, so that bank can take a call on it for protect its interest).		in the RFP.
6	Page no. 23	Clause No. 5.1.28	Software solution should facilitate seamless filing of all specified TDS returns as per prevailing statutory Income Tax rules and guidelines currently 24Q, 26Q, 27Q and any future returns as and when introduced by Income Tax Department within the due dates for all Branches/Offices	Responsibility for preparation and filing of all Returns shall be of the vendor or Bank will only file the return with the assistance from the returns prepared by vendor software.	Preparation and filing of periodical TDS returns will be responsibility of the service provider.
7	Page no. 47	Clause No. 14.3	The technically qualified bidders would be informed in advance regarding the schedule for conducting online commercial bid.	Whether bidders will be informed their technical scores before the schedule for reverse auction. Please Clarify.	Only technically qualified bidders will be called for participation in the Commercial Bids. However, no intimation shall be given on the technical scores of the bidders.

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			Final Scoring : Final scoring for selection of a Consultant will be as follows: -Technical Bid-80 % -Commercial Bid - 20%	Does 80:20 techno commercial scoring will be considered even after reverse auction for selection of a Consultant?	No change. <i>Method of selection for eligible bidder has already been provided at point no 16.4 in RFP.</i>
8			Will Proprietorship firm eligible for tendering the same bid?		Yes. <i>The same has been mentioned in RFP.</i>
9	Page No. 16 & 22	Section 3.1, Point No. 1 Section 5, Point No. 5.1.15	Rectification of past TDS defaults (starting from FY 2007-2008 till date) of all Branches/offices TAN wise and reducing the past defaults near to ZERO within one quarter so as to surrender the Branch/office wise TAN to Income Tax Department. Till the TAN of branches/offices, are surrender the selected Bidder is to file NIL return for all the branches. (If past defaults cannot be reduced to zero then successful bidder/ should submit a proper justification for the same, so that bank can take a call on it for protect its	Reducing the past default near to zero within one quarter is practically not possible as all the past defaults are under 3335 branch TAN and to clear past defaults branches has to provide TRACES credentials along with KYC details (starting from FY 2007-2008 till date) to download conso file and also there will be dependency on branches w.r.t. to collection of correct data to clear the default. Hence requesting Bank to give sufficient time for clearing the past	Service provider shall ensure to reduce our past TDS default near to zero within 1 quarter. However, if it cannot be done within the specified time, the service provider has to give proper justification as mentioned in the RFP. The consolidated default summary (TAN wise) shall be provided to the successful bidder.

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			interest)	defaults. We also need have a look at your consolidated default summary list to estimate the time required to clear the past defaults.	
10	Page No. 16 & 22	Section 3.1 & 5.1.16, Point No. 2	Remittances of TDS as well as filing of TDS returns (24Q/26Q/ 27Q etc) are to be done initially TAN wise at Zonal Office level (TDS of FGMO/other office except HO will be dealt by nearby ZO) and HO level for the sake of initial convenience and after streamlining; centralization at Head Office level with single TAN will be done.	Please specify whether the remittance & filing of TDS returns of branches are to be done initially under their respective ZO TAN or under the respective branch TAN? Under how many TAN's initially returns to be filed until system streamlines?	Initially TDS remittances and returns have to be filed under TAN of 49 ZOs and HO. (not more than 55 TANs) Subsequently, after streamlining, it is expected that all TDS remittances and returns will be filed under HO TAN.
11	Page No. 17	Section 3.2, Point No. 3	Authentication of Name-PAN combination, lower deduction certificate Nos.etc.	Bulk Name PAN combination authentication can be done, but there is no provision from Traces to validate lower deduction certificate Nos. In bulk.	<u>Agreed</u> but the service provider will have to coordinate with ZO level nodal TDS officers and HO only for getting the correct lower deduction certificate nos.

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12	Page No. 17	Section 3.3, Point No. I	All raw data regarding TDS will be provided to them by Bank. Although for its TDS Data requirements, Bidder/ Service provider may be allowed to reach any branch/office at their own cost.	Should vendor has to reach out to individual branches directly on monthly basis for TDS related data rectifications before making challan payment and during ereturns?	The service provider has to coordinate with ZO level nodal TDS officers and HO only for TDS remittances and filing of returns/data. <i>For details please refer point no 3.3 of RFP</i>
13	Page No. 19	Section 4, Point No. 8	The application of the bidder should be capable of filing the Form 24Q/ 26Q/27Q besides 15G / H returns directly from the application hosted at Banks DC / DR Site to Income Tax e-Filing Site as suggested Income Tax without any charges and not through TIN-FC.	The application will generate returns (FVU, XML) as accepted by Income Tax e-Filing Site, but uploading of returns to Income Tax e-Filing Site is a manual process as no such option is provided by Income Tax e-Filing Site so far to integrate any application with Income Tax e-Filing Site, so returns can be directly uploaded from the application hosted at Banks DC / DR Site to Income Tax e-Filing Site. Requesting Bank to relax the clause.	Our requirement is that application system should generate TDS returns/data in such format, which is uploadable to Income Tax e-filing site without any additional cost to bank.

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14	Page No. 21 & 25, 26	5.1 Broad Scope of Work; Point No. 5.1.8, 5.1.12, 5.1.46 & 5.2.2	<p>Bidder has to provide onsite support for hardware/ software at no additional cost to the bank during the warranty/ AMC/ ATS period including contracted period.</p> <p>The selected Bidder/ Service provider should also provide backup solution including hardware required for the same. Also, the bid should include all hardware/ software/ third party tools required for setting up of DR site in Lucknow for the proposed e-TDS Solution.</p> <p>The selected bidder/service provider should provide all required hardware, software (OS, Database, third party tools etc) and licenses, if any, including implementation / execution of the same within the stipulated time period. All the hardware and</p>	<p>Please specify if only the configuration details of hardware, software (OS, Database, third party tools etc) are required or the pricing is also to be included? Because there is no provision in commercial to quote hardware, software (OS, Database, third party tools etc) price.</p>	<p>Only configuration details of hardware, software are required to be provided as per Annexure-XXVI. No separate pricing details are required for such hardware and software. However <u>pricing to be quoted by the bidder should be all inclusive</u> (contract/service cost, hardware, software etc.) <i>The Break-up of pricing should be given as specified in the Annexure-XXVI as already mentioned in RFP</i></p>

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			<p>software should be in "Allahabad Bank" name exclusively.</p> <p>The software license fees should include DR component and Bill of Material should include the total hardware, software, OS, DB and third party tools required for DC, DR, UAT & Training setups.</p>		
15	Page No. 3	General Details	Streamlining Tax Audit as per provision of Income Tax Act	<p>What's the scope of Streamlining Tax Audit as per provision of Income Tax Act?</p> <p>It is just to generate & give the data (Form 3CD clause 34 (a) & (b)) required for compliance of Tax Audit report and replying to auditor's queries during such audits.</p>	The service provider shall provide only TDS related data (at present clause of 34 only) as per Tax Audit Report requirements. The service provider will have to address all TDS related queries of the auditors/statuary authorities at the time of audit/enquiry of the bank.
16	Page No. 26	Section 5.2.5	The DC and DR setups will be in high availability mode (i.e. active/active or active/passive). The DC & DRS setups shall be in physical/virtual environments.	Does Bank require high availability mode (i.e. active/active or active/passive) for TDS Software? Since it is not transaction software we feel high availability mode (i.e. active/	RFP stands.

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				active or active/passive) is not required for TDS Software.	
17	Page No. 30	Section 5.2.5	Branches may or may not have all the relevant data/details. For this Bidder has to contact all the branches/office TAN wise and their proposed system should be capable to deal with these types of situation and provide necessary tools to capture the same. Their system should be able fetch necessary data and details from Traces site or from other available sources for rectification of post TDS defaults.	Does Bank have all the TRACES login of branches are the vendor has to collect the TRACES logins from branches?	All branches have their separate Traces login- ids and passwords. The service provider will be provided traces login ids through ZO TDS nodal Officer and HO. In some cases, service provider has to get the password and ids reset after taking approval of bank.
18	Page 81	Annexure IV; Point 5 & 6	<u>Point 5</u> For OTC, data in specified format, shall be generated in CBS System of Bank and shall be provided at regular frequency for proposed Centralised TDS	We need more clarity on the following points, since these points does not relate to TDS.	These RFP clauses stand deleted.

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			<p>software/solution.</p> <p><u>Point 12.</u> Generate invoice number and date of invoice as per date of transactions. Segregate the same as per address available for B to C transactions.</p> <p><u>Point 13.</u> The software should provide MIS/reports having state wise details/transactions of distinct person/related person across Bank.</p>		
19				<p>On through review of your proposal, we find that your front page of proposal mentioning RFP – Carrying out the rectification of past TDS defaults, Centralisation of TDS & its Compliance, Streamlining Tax Audit as per provision of I. Tax Act (including Centrally filling of Form 61, 61A and 61B), but actually you want Software Solution for</p>	<p>Details already mentioned in the RFP.</p>

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				<p>Centralised TDS System in your bank. This means two different tasks in your proposal one is TDS rectification work and other is full centralized software solution mechanism to centralized TDS process of your bank.</p> <p>Please elaborate, what exactly required?</p>	
20				<p>As per our observation, your requirements are as under :-</p> <ol style="list-style-type: none"> 1. Old financial year e-TDS returns need corrections. 2. Need regular e-TDS return filing. 3. Filing Form 61 61A & 61B. 4. All regular returns/ data base with HO-Allahabad Bank in your software <p>For the above points, there are two options available through</p>	Details already mentioned in the RFP.

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				Online Traces Portal and Offline Traces Portal by TIN-FC.	
21		Payment Details	Participation/Tender Fees (INR) (non-refundable)	Is total participation fees is non-refundable? i.e. Rs.28,000/- plus applicable GST. (Total Rs.33,040/-)	Please refer to the RFP. (Page no 4)
22				We don't have own software or licensed software, we are using authenticate software prescribed by Income Tax Department on website https://www.tin-nsdl.com/services/etds-etcs/etds-index.html . This software released by Income Tax Departments and auto-updated from time to time as and when any new updation or modification issued by deptt.	Please refer to the RFP.
23				As per Income Tax Department recommendation only RPU software is 100% successful for filing Regular and Correction	Please refer to the RFP.

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				Returns. It is fully tested and recommended by I.T. Deptt. and it is available for user, free of cost on deptt. Website.	
24				What are the criteria of Transport and Hotel accommodation if bank asked for personal visits?	Please refer to the RFP. (point no 3.3)
25	18	Eligibility Criteria	The Bidder should have average revenue/turnover in excess of INR 2.00 crores for last three financial year i.e. 2017-18, 2016-17 & 2015-16	Will Proprietorship Firm with annual average turnover Rs.1.53 crores is also eligible to bid for the same tender.	Please refer point no 4 (Eligibility Criteria) of RFP. Although, eligibility criteria with respect to prior turnover and prior experience may be relaxed for MSMEs registered with prescribed government agencies as per GOI guidelines subject to meeting of quality and technical specifications.
				Currently we are providing TDS related services since July, 2011 to various Central Govt. departments, State Govt. offices and also banks. In this regard, we are interested to bid for TDS related works only in the said	Please refer to RFP for detailed scope of work and to act accordingly.

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				<p>tender. Kindly also looking our vast knowledge and experience in the TDS related issues of banking sectors.</p> <p>Kindly allow for TDS work</p>	
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In addition to above, following typographical errors are also rectified as below:

S no	Page no/matter	Erroneous lines/ word	Should be read as
1	13 (point-9) Last Date & Time of submission of bids (Bidding Documents Including Technical and Online Financial Bid)	26.12.2018- 16.00 Hours IST	05.01.2019 – 16.00 Hours IST
2	13 (point-10) Date and Time of Opening of Technical Bids	26.12.2018- 16.30 Hours IST	05.01.2019 – 16.30 Hours IST
3	82 (point 14)/ The software should be capable to <u>tackle TDA data</u> of all branches/Zonal offices/FGMO/Head Office and other offices.	tackle TDA data	tackle TDS data

Other than above matters, RFP contents remain the same as floated on 17.12.2018.