



**Government of India
Ministry of Micro, Small & Medium Enterprises
MSME Development Institute,
Industrial Area-B , Ludhiana**

Request for Expression of Interest (REoI)

PROJECT BRIEF:

MSME Development Institute - Ludhiana, Ministry of MSME, Government of India intends to hire a Chartered Accountant firm for providing full time (Monday to Saturday from 09:0 AM to 05:30 PM) consultancy services under **GST Facilitation Cell** in this Office for:

- 1) GSTN Registration for MSMEs – Online GST registration
- 2) GST Return filling services
- 3) Preparation of Bankable Project Report
- 4) GST – Way bill Services (During Office Working Hours)
- 5) Import Export Code (IEC)

Eligibility:

1. Firm must be a registered legal entity for at least last three years in India.
2. Firm shall have experience in above mentioned activities.

Submission of Expression of Interests (EoIs):

The Eligible bidders can submit Expression of Interest (EoI) along with their most competitive bids in one sealed envelope only, superscribing "EoI for GST Facilitation Cell" on the sealed envelope, at following address:

**Director
MSME Development Institute
Pratap Chowk, Opposite Sangeet Cinema, Industrial Area-B, Ludhiana - 141003
Phone No.:+ 0161-2531733, e-mail: dcdi-ludhiana@dcmsme.gov.in**

The last date for submission of EoIs is 20.08.2018 till 05:00 PM. The received sealed EoIs will be opened on 21.08.2018 at 11:00 AM in Conference Room, MSME Development Institute, Industrial Area-B, Ludhiana. Interested firms may attend the bid opening meeting at scheduled date and venue.

Note: Director reserves the rights to issue addendum/corrigendum, extend the key dates for EoIs Submission & Opening for this bidding process. Director also reserve the rights for selection of consultancy firm OR to cancel this bidding process at any stage, without assigning any reason whatsoever.