



**THE HARYANA STATE COOPERATIVE SUPPLY
AND MARKETING FEDERATION LIMITED**

CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)
TEL: 2590520-24, FAX: 2590711 E-mail: hafed@hry.nic.in

Web-site: www.hafed.gov.in



INVITATION FOR EXPRESSIONS OF INTEREST

The Haryana State Cooperative Supply and Marketing Federation Ltd, Corporate office, Sector-5, Panchkula (HAFED) invites sealed Expressions of Interest (EOI) from Chartered Accountants/ Advocates/GST practitioners for providing services in relation to the Compliances to be undertaken under the Goods and Services Tax (GST) for its 31 office registrations for a period of one year.

The EOI document containing the detail of qualification criteria, brief objective & scope of work can be downloaded from the website www.hafed.gov.in.

Last date for submission of EOI is on or before 30th Jan,2018. Sealed envelope marked to the captioned address, containing EOI may be submitted mentioning "EOI for GST compliance services" on the top cover.

MANAGING DIRECTOR
HAFED: PANCHKULA

Pre-Qualification Criteria

The applicant shall be a Chartered Accountant, Advocate and Tax practitioner.

The applicant must have 10 years post qualification experience as on 01.01.2018 in preparing and filing Tax returns of a reputed concern.

Brief Objective

Hafed is a Cooperative Institution of Haryana and doing business of marketing of agricultural produce. Hafed purchases food grains on MSP for and on behalf of Govt of India. Hafed has Rice Mills, Cattle feed plants, Oil Mills and Sugar Mills. Presently, we are required to pay GST on Sugar, Fertilizers, Pesticides, retail business of its consumer products and rent of godowns. It requires the services of a suitable, experience tax consultant for preparing, uploading data and filing the GST Returns.

Scope of work

The scope of work include

To segregate the data supplied by Hafed into GSTINs.

To provide the purchase/inward supplies data to Hafed from GSTIN in GSTR-2A.

To prepare GSTR-1, GSTR-2 and GSTR-3 for Hafed to sign and file.

To prepare GSTR-6(ISD) and GSTR-7(ISD), if applicable for Hafed to sign and file.

To validate the quality of output supplies/inward supplies data.

To reconcile the sales/other supplies data and GSTR-1 summary as available from The GSTIN.

To reconcile the purchase register with the inward supplies details in GSTR-2A, as available from GSTIN.

To Validate HSN and rate of Tax for IGST, CGST, SGST and UTGST onetime and on an ongoing basis when new items are added or tax rates are modified.

To validate place of supply for which credit may not be admissible to Hafed's GSTIN, on an ongoing basis.

To validate inputs subject to reverse charge.

To validate input tax credit, classification of inputs/inputs Services/Capital goods, eligible credits, deferred credits, Credits on hold.

To assist in the calculation of output tax liability-exempt versus taxable supplies, samples/write offs etc.

To assist in working out the input tax credit reversal.

To assist in applying the balances from GSTIN in respect of ITC credits and the cash ledger towards the tax liability.

To prepare ISD return (GSTR-6 & 6A), if applicable in all respect.

To validates TDS rates and corresponding Goods/Services on which TDS is applicable and prepare GSTR-7 and share the same with Hafed for digitally signing.

To assist in preparing Annual return (GSTR-9) including reconciliation.

To regularly updates on news/alerts, notices, circulars and notifications with potential impact on Hafed's business.

Any other work of GST compliance.