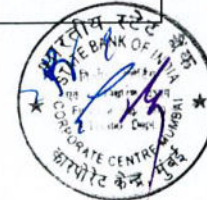


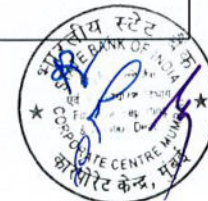
REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
1	45	Appendix - B - Part (a) Mandatory Eligibility Criteria	As on 31-03-2023, the applicant should have minimum 5 partners or equivalent (Qualifying partners), and at least 7 C.A. employees (Qualifying employees) on its payroll.	What is meaning of term "equivalent". Please clarify	Corresponding in position in Non- Partnership firms.
2	59	Appendix - E - Scope of Work for Service Tax & GST related matters	Scope of Work for Service Tax & GST related matters	1. Whether scope includes matters pertaining to erstwhile associate bank which are merged with the SBI ? 2. How many cases of erstwhile Associate Banks are pending presently and at what stage.	1. Yes 2. Required details will be shared with the selected bidder.
3	59	Appendix - E - Scope of Work for Service Tax & GST related matters	Scope of Work for Service Tax & GST related matters	Whether scope includes matter pertaining to subsidiaries/ RRBs/ associate of the Bank?	No
4	59	Appendix - E - Scope of Work for Service Tax & GST related matters	Scope of Work for Service Tax & GST related matters	Whether scope includes matters pertaining to erstwhile Service Tax Law also.	Yes
5	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities	Calculation, review and on-site validation of monthly liabilities viz GST, GST-TDS, State levied special Cess and Input Tax Credit claim of the Bank, including any new Cess or liability imposed by change in law	1. How many regular GSTINs are obtained Bank as a whole ? 2. How many GST TDS GSTINs are obtained Bank as a whole ? 3. How many ISD GSTINs are obtained 4. How many returns are filed on monthly basis as well as yearly basis including GSTR 1, GSTR 3B, GSTR 7, GSTR 9 and GSTR 9C.	1. 67 Regular Registrations (as of now) 2. 67GST TDS GSTINs (as of now) 3. 1 ISD GSTINs (as of now) 4. For each registration, all returns are filed, as required by the Law.
6	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (i), (ii), (iii)	Calculation, review and on-site validation of monthly liabilities viz GST, GST-TDS, State levied special Cess and Input Tax Credit claim of the Bank, including any new Cess or liability imposed by change in law	1. Whether the Bank will prepare the return workings and the same needs to be reviewed by the Consultant? 2. Whether return workings needs to be prepared and reviewed by the Consultant? 3. If answer to Q 2 is yes, when will the Bank share the relevant details on monthly basis and how much time will be allowed for completion of given exercise ? 4. Whether consultant is required to extract the relevant workings from the Bank's system ? 5. If answer to Q 4 is Yes, whether Bank will give access of all the data base including accounting system etc. to the Consultant for extraction of relevant data.	1. Return workings are to be prepared by the consultant. 2. Yes 3. For Monthly returns, Bank will start sharing relevant details from start of every month with the consultant and expects the preparation and review of returns to be completed by consultant at least four days prior to the due date of filing respective return. For annual return the details will be shared after the declaration of Bank's annual financial results and the Bank expects the finalisation of Bank's annual return by the end of October every year. 4. No 5. Not Applicable
7	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (iv)	Preparation of monthly accounting entries including suggestion for changes in system for automatization of entry process.	1. What is the meaning of preparation of monthly accounting entries? 2. Whether the Consultant needs to be pass accounting entries in Bank's accounting system? 3. Whether access of accounting system will be given to Consultant?	1. All accounting entries required to be passed by Bank on GST matters such as GST liability, ITC etc are to be advised by the Consultant. 2. Consultant needs to advise the Bank on accounting entries as stated in s.no.1 above. 3. No



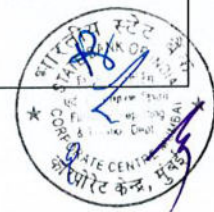
REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
8	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (v)	Assist in Input Tax Credit matching activity of the Bank.	1. Please clarify the scope of "Assist" 2. Whether Consultant is required to undertake ITC matching activity?	1. Advising matching logics and activities to be undertaken, so as to maximise Input Tax Credit benefits of the Bank. 2. No
9	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (vi)	Reconciliation of Bank's GST ledgers with balances in Cash and Credit ledger of GST portal and advising on automatization of reconciliation process;	1. Please clarify the scope of "Reconciliation" of Bank's ledger with ECL on GST Portal 2. Whether Consultant is required to undertake reconciliation activity every month 3. Whether Consultant is required to pass necessary accounting entries in Bank's system 4. Whether access of Bank's system would be	1. The reconciliation of GST Ledgers balances with balances of GST Portal (provided by the Bank), along with finding reasons for differences, would be done by the Consultant on regular basis. 2. Yes 3. Consultant needs to advise the Bank on all accounting entries as required. 4. An incomplete query.
10	59	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (xii)	To work in tandem with Information Technology (IT) developers of Bank,	1. Whether scope includes preparation of BRD documents. 2. Whether scope includes review of BRD document. 3. Whether scope includes UAT of changes in demo/ live environment. 4. How many software's and applications are used by the Bank wherein suggestion or assistance in amendment is expected from the Bank.	1. Banks GST team will seek necessary guidance for preparation of the BRD documents and consultant will review the draft BRD proposed by the Bank. 2. Yes. 3. Yes 4. Currently, the Bank is using certain accounting softwares & GST data management softwares. The Bank will need assistance/inputs from the consultants on the requirement of any amendment/development of software from GST Compliance perspective.
11	60	Appendix - E - Scope of Work for Service Tax & GST related matters - Basic responsibilities - Clause (xiii)	Depute one qualified Chartered Accountant (CA) official and two other officials to be physically present in GST section, FRT Department on permanent basis. The CA must have experience of at least one year in Service Tax and GST Matters and the two other officials must be semi qualified CA's or equivalent, having experience in GST and must be proficient in excel. These officials will have to follow the working hours / working days of the Bank and will have to make their own travelling arrangements.	1. Whether the staff deputed at Bank would work under the supervision of the Bank or the Consultant? 2. What activities deputed staff are expected to perform. Please explain in detail. 3. In case on account of illness, emergency, exam or similar circumstance, the deputed staff goes on leave temporarily or for few days, whether the Consultant is required to replace the staff and depute another staff for leave period of regularly deputed staff.	1. The other two officials among the staff deputed at Bank would work under the supervision of the CA. The CA would work under the supervision of the Consultant. 2. The staff deputed at Bank is expected to perform activities related to GST as required by the Bank within the scope of work as per the RFP. 3. Yes, the Consultant is required to depute another staff as a replacement of regularly deputed staff for the period of leave.
12	60	Appendix - E - Scope of Work for Service Tax & GST related matters - Advisory Services under Service Tax and GST - Clause (vi)	Provide opinion / comments / clarifications to Bank on valuation and taxability of various income streams, new products (interest, service charges, fees and commission, etc.) of the Bank;	1. What the tentative number of opinion every month including various matters, business transactions (based on past experience). 2. Whether opinions needs to be written opinion or oral. 3. Whether the Bank will ask specific queries in its email or the Consultant is expected to first identify the possible transactions which have GST implication and then advise on the same? 4. Whether Consultant is required to attend calls/emails from all the offices/branches or centralised GST Team 5. Is Single Point of Contact (SPOC) at Bank's side who will coordinate with Consultant for all the matters including opinion/ legal matters or Consultant is required to attend multiple officers of Bank's GST Team.	1. Opinion on GST related matters (such as applicability of GST on existing/new product, bank's transactions etc) would be required from the consultant as and when required. 2. Detailed written opinion would be required. 3. Based on the documents provided by the Bank, the Consultant will provide an opinion after analysing the GST implication on the subject matter & its impact on the Bank. 4. The Consultant is required to attend calls/emails mainly from the centralised GST Team & the Bank's GST Nodal Officers at LHO level (if required). 5. The Consultant is required to attend multiple officers of Bank's Centralised GST Team & the Bank's GST Nodal Officers at LHO level (if required).



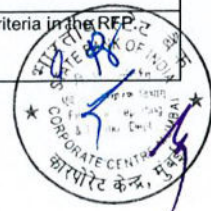
REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
13	60	Appendix - E - Scope of Work for Service Tax & GST related matters - Advisory Services under Service Tax and GST - Clause (xv)	Provide write ups on matters to be posted to Ministries, various other authorities through IBA, including matters to be posted to IBA only.	1. Whether Consultant is required to attend to IBA meeting or visit Ministry along with Bank's officials to represent ?	1. The Consultant would be required to provide write-up/assistance/inputs to the Bank on the matters to taken up with IBA / Ministry / GST Department etc.. Further, in case of any requirement, the consultants may be required to represent the Bank before such authorities.
14	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (i)	Draft and file appeals in all tax related cases before all the Appellate authorities on behalf of the Bank, provide draft appeals along with annexures at least 10 working days before the due date	1. Whether drafting of appeal is upto first Appellate Authority? 2. Whether scope includes drafting of appeal to be filed before CESTAT/GST Appellate Tribunal, High Court and Supreme Court 3. Whether Bank will prepare annexures and Consultant is required to review it. 4. Whether Consultant is required to prepare annexures from the details provided by the Bank 5. Whether Consultant is required to follow up with various department/ Zonal Offices/ Regional Offices/ Branches for extraction or compilation of annexures such as vendor invoices etc. 6. Whether Consultant is required to arrange for filing of appeal before Appellate Authority or Bank will do it ? 7. Whether the scope includes file management as well ?	1 & 2. The consultants would be required to draft the appeals upto CESTAT/GST Appellate Tribunal & review the appeal papers prepared by the Bank Advocate for filing before High Court and Supreme Court. The Consultant would suggest the Senior/Junior Counsel/AOR & will provide briefing of the case to the advocates. 3, 4 & 5. The Consultant would be required to prepare annexures based on the details provided by the Bank. 6. Yes, the Consultant is required to assist the Bank in filing of appeal before Appellate Authority upto CESTAT/GST Appellate Tribunal. 7. Yes, the consultants would be required to keep documentation of workings/data/documents provided by the Bank, all works performed by them and all submissions made to the department. The consultants would provide back-up of same to the Bank on regular intervals and provide full back-up of the same at the time of termination/end of the contract.
15	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (ii)	Represent the Bank before the Service Tax / GST authorities in connection with the assessment proceedings, resolution of issues raised by them and related matters;	1. Whether Consultant is required to represent the Bank before Service Tax and GST authorities across India? 2. What is the tentative number of hearings consultant may required to attend in a years based on past experience. (based on past one year experience) 3. Whether Consultant is required to attend hearings before CESTAT/GST Appellate Tribunal also? 4. Presently, how many SCNs are pending for adjudication (under Service Tax as well as GST) and the what is amount involved therein. 5. Presently, how many appeals are pending before first appellate authority (under Service Tax as well as GST) and the what is amount involved therein. 6. Presently, how many appeals are pending before CESTAT/GST Appellate Tribunal first appellate authority (under Service Tax as well as GST) and the what is amount involved therein. 7. Presently, how many appeals are pending before High Courts as Supreme Court and the what is amount involved therein	1. Yes. 2. Required details will be shared with the selected bidder. 3. Yes. 4,5,6,&7. Required details will be shared with the selected bidder.



REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
16	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (iii)	Provide opinion / draft replies on the issues raised in various audits conducted by various Regulatory Authorities viz. Central Excise Revenue Audit (CERA), Service Tax / GST Department, CAG, DGCEI, Anti-evasion, High Court and Supreme Court;	1. What is the tentative number of department letters/ queries/ CERA audit letter/ summons etc. are issued in a year. 2. Whether audit/routine queries/summon etc. are attended by the Consultant before all the authorities across India.	1. Required details will be shared with the selected bidder. 2. The consultants would be required to attend the audit/routine queries/summon etc. before all the authorities across India.
17	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (iii)	Provide opinion / draft replies on the issues raised in various audits conducted by various Regulatory Authorities viz. Central Excise Revenue Audit (CERA), Service Tax / GST Department, CAG, DGCEI, Anti-evasion, High Court and Supreme Court;	1. How many inquiries and audit are ongoing presently. 2. Whether Consultant may give standard reply to common issues and then Bank may file reply to similar queries raised in other state inquiry/ audit or the Consultant is required to give reply to each and every department letter.	1. Required details will be shared with the selected bidder. 2. The consultant would be required to provide specific replies to each query/issue referred by Bank based on the facts of the case.
18	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (iv)	Draft replies / communications to various letters, enquiries and demand cum show-cause notices received by the Bank in relation to taxation matters along with annexures mentioned in the draft replies must be provided sufficiently before the due date of submission;	1. What is the tentative number of SCN issued in a year (based on past one year experience). 2. In case department gives short date for reply to SCN, how this situation needs to be handled.	1. Required details will be shared with the selected bidder. 2. The consultant would be required to provide draft replies to the SCNs along with all annexures to the Bank at least 8 working days before the due date of submission.
19	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (v)	Briefing the Counsel for appearing before CESTAT / other Appellate Tribunal as well as High Court and Supreme Court;	1. It appears from the scope that Consultant is required to draft appeal and represent the Bank upto first Appellate Authority Letter and is not required to appear before CESTAT/GST Appellate Tribunal. Please clarify. 2. In case Bank wants the Consultant to draft appeal and represent beyond first Appellate Authority, whether separate fee would be payable for the same.	1 & 2. The consultants would be required to represent and draft the appeals upto CESTAT/GST Appellate Tribunal & review the appeal papers prepared by the Bank Advocate for filing before High Court and Supreme Court. The Consultant would suggest the Senior/Junior Counsel/AOR & will provide briefing of the case to the advocates.
20	61	Appendix - E - Scope of Work for Service Tax & GST related matters - Audit/Appeals/Assessment Proceeding including e-ABs - Clause (vii)	Advising in cases where refund becomes due, drafting and filing of refund applications, maintaining case files of refund cases and taking necessary steps to complete the refund process;	1. Whether Consultant is required to visit various department regularly for follow up with department authorities? 2. Whether the scope includes file management.	1. The Consultant would be required to visit various department as required for this purpose. 2. Yes, the consultants would be required to keep documentation of workings/data/documents provided by the Bank and all works performed by them. The consultants must provide back-up of same to the Bank on regular intervals and provide full back-up of the same at the time of termination/end of the contract.
21	54	Appendix - C Technical Eligibility Criteria Sr. No. 3	Statutory Central Auditor of SCB having balance sheet size of Rs. 50,000 Crores and above as on 31st March 2023.	This is appears to be a restrictive clause which would restrict the participation of several leading tax consultancy firms (not conducting statutory audit) like us which provides GST advisory, litigation and compliance support services to large peer PSBs, private banks, foreign banks, insurance companies, NBFCs, broking firms, investment banks, etc. It is suggested that this condition is removed to enable leading tax consultancy firms (not conducting statutory audit) to participate in the RFP.	The suggestion has been considered.



REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
22	59	Appendix - E Scope of Work to Service Tax & GST related matter (a) Basic responsibilities Sr. No. (i) to (vii)	i. Calculation, review and on-site validation of monthly liabilities viz GST, GST-TDS, State levied special Cess and Input Tax Credit claim of the Bank, including any new Cess or liability imposed by change in law; ii. Preparation, review and on-site validation of existing monthly returns and annual returns, preparation of GSTIN wise P&L Accounts and Balance sheets; iii. Preparation, review and on-site validation of any new return which may be prescribed in future; iv. Preparation of monthly accounting entries including suggestion for changes in system for automatization of entry process. v. Assist in Input Tax Credit matching activity of the Bank. vi. Reconciliation of Bank's GST ledgers with balances in Cash and Credit ledger of GST portal and advising on automatization of reconciliation process; vii. Assist in matching of income and tax liability as per GSTR-1 and GSTR-3B and Input Tax credit as per GSTR-3B and GSTR-2A.	We understand that for the said scope of work, the GST compliance platform (ASP-GSP solution) would be arranged by SBI and the bidder would be responsible undertake the said scope of work on such platform. Provision of ASP-GSP solution for undertaking GST compliances is outside the scope of the RFP. Please confirm our understanding.	No Platform will be provided by the Bank.
23	59	Appendix - E Scope of Work to Service Tax & GST related matter (a) Basic responsibilities Sr. No. (xii)	To work in tandem with Information Technology (IT) developers of Bank,	We understand that the scope of work requires the bidder to only provide inputs to the ITC developers of SBI from GST standpoint. The responsibility to finalise and execute/ implement the changes would remain with SBI and the bidder shall not be involved in the said process. Please confirm our understanding.	The scope of work requires the bidder to provide inputs to the IT developers of SBI from GST standpoint.
24	60	Appendix - E Scope of Work to Service Tax & GST related matter (b) Advisory services Sr. No. (xiv) and (xv)	xiv. Advise on budget suggestions required by Ministry of Finance and any other regulatory authorities, e.g. RBI, etc. xv. Provide write ups on matters to be posted to Ministries, various other authorities through IBA, including matters to be posted to IBA only.	We understand that the scope of work does not include representation before Ministry of Finance, any other regulatory authorities or industry body, etc. Please confirm our understanding.	The Consultant would be required to provide write-up / assistance / inputs to the Bank on the matters to taken up with IBA / Ministry / GST Department etc.. Further, in case of any requirement, the consultants may be required to represent the Bank before such authorities.
25	NA	NA	NA	How many GST registrations are to be handled under this tender? If only a single registration is involved, could you provide details on the branches, circles, or departments covered under this single registration?	67 Regular Registrations , 67 GST TDS GSTINs , 1 ISD GSTINs (as of now)
26	NA	NA	NA	Is there a dedicated GST team from SBI, and if so, how many individuals constitute this team?	Dedicated GST team is present. Other required details will be shared with the selected bidder.
27	NA	NA	NA	Which software is utilized for billing purposes and recording expenses/purchases in the context of GST?	Required details will be shared with the selected bidder
28	NA	NA	NA	Can you provide information on the average number of invoices generated for sales and expenses/purchases on a monthly basis?	Required details will be shared with the selected bidder
29	NA	NA	NA	What is the current status of pending assessments/GST audits? How many assessments/audits are pending or ongoing as of now?	Required details will be shared with the selected bidder
30	NA	NA	NA	Whether a partnership firm / LLP not registered with ICAI is eligible to apply to for the said RFP (wherein the group affiliate is registered with ICAI)?	Please refer to the Bidder's Eligibility Criteria in the RFP.



REQUEST FOR PROPOSAL (RFP)					
FOR APPOINTMENT OF CONSULTANT FOR SERVICE TAX AND GOODS AND SERVICES TAX (GST) RELATED MATTERS Ref: CC/FINANCE/FRT/GST/RFP/2023-24/01 DATED 25/01/2024					
CLARIFICATION TO QUERIES					
Sr. No.	RFP Page No.	RFP Clause No.	Existing Clause	Query/Suggestion	Bank's Reply
31	NA	NA	NA	If answer to 1 is in affirmative, then whether the credentials of Associates/Affiliates defined in 3(i) of the RFP could be considered for satisfying the technical qualifications stipulated in Appendix-B of the RFP in relation to the Statutory Central Auditor (SCA) and other eligibility criteria related to Audit?	Please refer to the Bidder's Eligibility Criteria in the RFP.
32	NA	NA	NA	If answer to 1 is in affirmative, whether the credentials of affiliates/group company could be submitted to meet any technical eligibility?	Please refer to the Bidder's Eligibility Criteria in the RFP.
33	NA	NA	NA	As per para _ of Scope of Work, please confirm where will the persons deputed be located?	Presently at State Bank Bhawan, Madam Cama Road , Nariman Point Mumbai
34	NA	NA	NA	Please clarify how Appendix-O is applicable in the RFP RFP No. CC/FINANCE/FRT/GST/RFP/2023-24/01 dated 25 January 2024.	This agreement is required on account of potential sharing of such data.

