



# ODISHA STATE BEVERAGES CORPORATION LIMITED

(A GOVERNMENT OF ODISHA UNDERTAKING)  
2<sup>nd</sup> FLOOR, FORTUNE TOWER, CHANDRASEKHARPUR,  
BHUBANESWAR-751023 (ODISHA)  
CIN: U51228OR2000SGC006372.

**Notice inviting Expression of Interest (EOI) from Advocates for  
Engagement as Sales Tax Consultant of OSBC Ltd.**

## EXPRESSION OF INTEREST (EOI)

The Odisha State Beverages Corporation Ltd (OSBCL) invites Expression of Interest (EOI) from experienced Advocates based at Bhubaneswar for engagement as Sales Tax Consultant of OSBC Ltd. for the financial year 2026-27 and further extension subject to satisfactory performance.

The Expression of Interest (EOI) document prescribing the format of application along with information on terms of reference, selection criteria, areas of coverage etc. has been uploaded in the official website of OSBC Ltd. i.e. ([www.osbc.co.in](http://www.osbc.co.in)). Any updates related to the EOI documents shall be uploaded in website.

Interested Candidates may send their application in the prescribed format along with Annexure under sealed cover addressed to Chief Manager (Finance), OSBC by 25.03.2026 within 5.00 P.M.

  
Chief Manager (Finance)

## TERMS OF REFERENCE (ToR)

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For Engagement of Advocate as CST/ Sales Tax Consultant

EOI No.: **4337/OSBC/621**

Date of Issue: **16/03/2026**

Particulars	Details
Name of Work	Engagement of Advocate for Sales Tax & Professional Tax
Issuing Authority	Chief Manager (Finance), OSBCL
Date of Issue of EOI	16.03.2026
Last Date for Submission	25.03.2026 by 5:00 PM
Technical Evaluation and power point presentation	26.03.2026
Mode of Submission	Speed Post/ Registered Post/ Courier only
Address for Submission	Odisha State Beverages Corporation Limited, 2 <sup>nd</sup> Floor, Fortune tower,

## **1. INTRODUCTION**

The Odisha State Beverages Corporation Ltd. (OSBC) was incorporated on 2000 as a Govt. of Odisha undertaking for exclusive wholesale trading of liquor in the State. OSBC is working under the administrative control of the Excise Department, Government of Odisha. The main activities are Purchase and Sale of Liquors in the State of Odisha. The Corporation maintains its books of Accounts on accrual basis

## **2. SCOPE OF WORK**

The Candidate shall be engaged as Sales Tax Consultant at Odisha State Beverages Corporation Limited with following scope of works:-

- i. To guide and assist for proper calculation and timely deposit of VAT/CST/PT liability on monthly basis as per the provisions of VAT/CST/PT Act.
- ii. To guide and assist for preparation of filing of monthly VAT/CST/PT Returns and ensure proper and regular filing of returns.
- iii. To opine and guide on any VAT/CST/PT issue, which may arise and also arrange compliance of the same.
- iv. Compliance of all notices/ Show Cause/ letters from Tax Authorities received and appear before the appellate forums.
- v. Draft replies to notices and departmental communications and assist during audits, assessments, and investigations on behalf of the Corporation.

## **3. MONTHLY CONSULTING CHARGES.**

To be filled as per prescribed format at Annexure-II.

[Note: The Consulting Charges presently remitted to the Sales Tax Consultant is Rs.11,000/-per month (excluding applicable GST)].

No other allowances shall be admissible.

**4. ELIGIBILITY CRITERIA**

- Advocate based in Bhubaneshwar and having enrolled with State Bar Council.
- Minimum 10 years professional experience in CST / Sales Tax matters.

**5. DOCUMENTS TO BE SUBMITTED**

- Application Form (Annexure-I)
- Bar Council Enrollment Certificate
- Professional Profile / CV
- Experience Documents
- Financial Proposal (Annexure-II)

The candidate shall submit the technical and Financial proposal in two separate sealed envelopes superscribing “Technical proposal for Engagement of Advocate as CST/ Sales Tax Consultant” & “Financial proposal for Engagement of Advocate as CST/ Sales Tax Consultant” respectively. Both the sealed envelopes should be placed in 3rd sealed cover superscribed “Proposal for Engagement of Advocate as CST/ Sales Tax Consultant”

**6. CRITERIA FOR EVALUATION OF TECHNICAL PARAMETER.**

Sl. No.	Evaluation Parameter	Marks
1	Professional Experience in CST / Sales Tax (1 mark per each year of experience subject to maximum score of 10 marks) further 1 mark for each additional year max. 5 marks	15
2	Experience with State PSU (2 marks for each subject to max. 10 marks) further 1 mark for each additional year max. 5 marks	15
3	Power point presentation (max. 3-5 slides within 10 min)	20
	Total marks	50

**Note:** a) *The Candidates shall have to give a power-point presentation on scope of works as specified at Item number 2.*

b) *Candidates scoring more than or equal to 50% marks shall be eligible for opening of Financial Proposal.*

## **7. OPENING OF FINANCIAL PROPOSAL**

The candidate with the lowest quoted price shall be selected as the L1 candidate and shall be awarded offer letter for the assignment.

## **8. DURATION OF ENGAGEMENT**

Initial engagement will be for a period of one year, extendable based on performance.

## **9. GENERAL TERMS AND CONDITIONS**

- Maintain confidentiality of organizational information.
- Avoid conflict of interest.
- Organization may terminate engagement if services are unsatisfactory.
- Organization reserves the right to accept or reject any EOI.
- A breach of above scope of works by the Sales Tax Consultant shall be considered sufficient ground for termination of engagement.

## **10. MODE OF SELECTION:**

In case of tie, preference shall be given to the Candidate having more experience in assignments of State PSU. If further tie, then preference shall be given to the Candidate having more experience as a whole.

## **11. SUBMISSION OF EOI (How to apply):**

The desired Candidates may submit their applications in the format given at Annexure -1 to Chief Manager (Finance), Odisha State Beverages Corporation Limited, 2nd Floor, Fortune Tower, Chandrasekharpur, Bhubaneswar through Speed Post/ Registered Post/ Courier only. Applications received after 25.03.2026 by 5.00 P.M. shall be rejected.

**ANNEXURE – I: APPLICATION FORM**

Application for the engagement of Sales Tax Consultant at Odisha State Beverages Corporation Limited.

Sl. No.	Particulars	Details
1	Name of Advocate	
2	Office Address	
3	Contact Number	
4	Email Address	
5	Bar Council Enrollment Certificate	
6	Year of Enrollment	
7	Experience in CST / Sales Tax	
8	No. of assignments with state PSU	

Application along with the copies of supporting documents (the copy of Registration at Bhubaneswar Bar Association and copy of engagement letter of PSUs) duly self-attested by the candidate to be sent so as to reach Odisha State Beverages Corporation on or before 25.03.2026 by 5:00 PM.

**Declaration:-**

This is to certify that facts given by me on the application form are true to best of my knowledge. I understand that if any part of it is found to be false, this application will be cancelled.

Date:

Signature of the Applicant

**ANNEXURE – II: FINANCIAL PROPOSAL**

Sl. No.	Description of Service	Fee (INR)
1	Monthly Retainership Fee for Consultancy	₹ _____

Date:

Signature of the applicant