



GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF COMMERCIAL TAXES  
14, BELIAGHATA ROAD, KOLKATA-700015

No- 311

Dated 07 MAY 2018

NOTICE

Sealed Quotations are invited by the Commissioner, Commercial Taxes, W.B. from the interested reputed Income Tax Professionals for preparation & online submission of e-TDS Quarterly returns and generation of Annual Form No-16 & Quarterly Form No-16A of G.A. Cell(H.Q.) & Accounts Section(H.Q.) under the Directorate of Commercial Taxes, West Bengal:-


| SL NO | Description of Service required  | Rate   |
|-------|--|--|
| 01.   | Annual preparation/generation of Form No-16 for the F.Y. 2017-18 onwrds  | Rate per Head  |
| 02.   | Quarterly preparation/generation of Form No-16A for 4(four) Quarters (for the F.Y. 2018-19 onwards)  | Rate per head per Quarter  |
| 03.   | Quarterly e-TDS Return preparation and online submission to NSDL SERVER for F.Y. 2018-19 onwards and submission of Hard copy of return in Excell form. | Rate per head per Quarter(except TINFC Charges which will be actual) |

Terms and conditions:-

01. Agency will be liable regarding authenticity of Data.
02. The Authority reserves the right to terminate the contract anytime without showing the reason thereof.
03. No charges for submission of revised Returns be paid if the mistake arises from preparer's end.

Sealed Quotation should be furnished on or before 11-05-2018 within 2.00 p.m. to Sri Prasanta Bandyopadhyay, Administrative Officer, H.Q.(2<sup>nd</sup> Building, 2<sup>nd</sup> Floor, Room No-221) and the quotations will be opened at 3.00 p.m. of the same day in presence of Sri Sankar Kumar Roy, Spl.CCT & Sri Amitabha Biswas, Sr. JCCT(Accounts),H.Q.

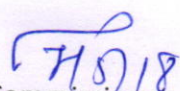
No Application shall be entertained after the prescribed date and time.

  
(SANKAR KUMAR ROY)  
Spl. Commissioner, Commercial Taxes, WB

Endt. No. 3925 C.T/GACCT

Dated 07 MAY 2018

✓ Copy forwarded to the Addl. CCT,ISD for uploading this notice in the Directorate website.

  
Spl. Commissioner, Commercial Taxes, WB