

**OFFICE OF THE ACCOUNTANT GENERAL (A&E) UTTARAKHAND,
MAHALEKHAKAR BHAWAN, KAULAGARH, DEHRADUN**

No. 100/GD/Chartered Accountant/2022-23/201

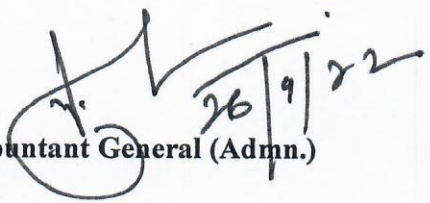
Dated: 27-09-2022

Tender notice for Hiring of Chartered Accountant.

Sealed Tenders are invited from Dehradun based registered and reputed agencies/service providers for uploading of e-TDS return (Monthly/Quarterly/Annual returned and correspondence with Income Tax Department .

Interested firms /agencies having experience for providing above mentioned services can download the tender documents, with terms and conditions from this office website "agua.cag.gov.in" or from General Administration section of this office. The duly completed tender documents should be submitted in the drop box kept at Sr. Dy. Accountant General (Admn.) Section at Uttarakhand, Dehradun Office or by registered post by or before 05:30 P.M. of ~~20/10/22~~... The tenders will be opened in presence of all the interested bidders who wish to be present at 05:00 P.M. on ~~21/10/22~~ in this Office conference hall at third floor.

The Accountant General (A&E), reserves the right to accept or reject any or all tenders without assigning any reasons thereof.


26/9/22
Sr. Dy Accountant General (Admn.)

Terms & Conditions

1. All data relating to Income Tax (monthly/quarterly/annual return) shall be uploaded by the contractor carefully and on time. Soft and hard copies of the data sheet shall be provided to the DDO in time.
2. Timely filing of e-TDS return with the Income Tax Department by the contractor and providing the soft copy and hard copies to the DDO after filing the returns.
3. Any notice/clarification issued by the I.T. Dept. regarding TDS relating not only to the FY 2022-23 but also of earlier financial years shall be attended by the firm and shall settle the matter with the respective authorities on behalf of the DDO.
4. All data and matters relating to TDS/E-TDS during the period of contract shall be carefully handled by the contractor and the firm will take all responsibility in connection with e-TDS/Tax matters.
5. No advance payment or part payments would be made. The payments will be made on quarterly basis only after filling of the necessary returns and submission of proof to the Competent Authority in this office. The details of the bank account including NEFT shall be provided for the purpose of processing the final bill.
6. Contract period: The offered rates should be valid for a period of one years and would be extendable for such time and at such rates as are mutually agreed to, on the basis of work performance.
7. The contractor has to maintain confidentiality and not to disclose the personal data of the employee of the office to any outsider.
8. The applicable rates of taxes and duties, wherever chargeable shall be clearly indicated.
9. The contractor must ensure that the work would be completed within the time schedule specified by the office/IT department.
10. Termination for Default. The Competent Authority may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the contractor, terminate the Contract in whole or part:
 - (i) If the contractor fails to complete all or any of the work within the period specified in the tender notice, or within any extension there of granted by the Competent Authority; or
 - (ii) If the contractor fails to perform any other obligation(s) under the Contract.
 - (iii) If the contractor, in the judgment of the Competent Authority has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

P.T.O.

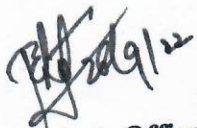
11. **Corrupt and fraudulent practices:** The Contractors under this contract shall observe the highest standard of ethics during the execution of this contract. They shall not indulge in any "Corrupt practice" of offering, giving, receiving or soliciting anything of value to influence the action of a public official in the execution of the contract. They shall not adopt any 'Fraudulent practice' like misrepresentation of any fact(s) in order to influence Govt. work during the execution of the contract.
12. Dispute, if any, will be subject to jurisdiction of Uttarakhand court only.


26/9/22
Sr. Dy. Accountant General (Admn.)

Annexure-I

| Particulars | (Indicate per month, Per quarters or Annually particulars wise) |
|---|--|
| Quarterly e-TDS return Form 24Q & Annual information Return | |
| Quarterly e-TDS return Form 26Q | |
| Salary return 24Q Form 16 and Part B | |
| Other than salary return 26Q form 16A | |
| TCS return (27EQ) | |
| GSTR-7 return | |
| 24G Statement monthly | |
| Revise statement if any including Preparing and filling Corrections statement return (s) in case of the notices issued by Income Tax Department | |

G.S.T. Excluding


Sr. Accounts Officer/GD