

Date: 19.09.2023

QUOTATION FOR PROVIDING PROFESSIONAL SERVICE FROM CHARTERED ACCOUNTANT

Sealed quotations are invited by The Principal, PGDAV College, University of Delhi from emplaned and experienced Chartered Accountant firms for providing the following services to the College:-

S.no	Particulars	Rate to be quoted (excluding GST)
1.	Income Tax Return Charges	
2.	Income Tax Return Proceedings Charges (including Conveyance)	
3.	Preparation and Filling GST return (Monthly charges)	
4.	Preparation and Filling application U/s 197 to obtain the certificate under the said section	
5.	Preparation and Filling TDS return (Quarterly charges)	
6.	Certification Charges of Utilization Certificate	
7.	Balance Sheet Drafting charges	
8.	Accounting Consultancy charges (per month)	

Note:- The selected bidder would be responsible for carrying out the above jobs and preparation of all the supporting documents based on the data provided by the college as available in the College Software/(s) viz. Tally ERP 9 etc.

The interested bidders should have worked as auditor/Chartered Accounts for a minimum period of three years, in the above mentioned filed, in University/College/Other Higher Educational Institution established by Centre/State Government (Preferably University of Delhi or its affiliated Colleges or equivalent universities covered U/s10(23C)(iii ab) of Income Tax Act).

The sealed quotation with detailed firm profile superscribed as

“QUOTATION FOR PROVIDING PROFESSIONAL SERVICE FROM CHARTERED ACCOUNTANT must reach the office in the name of The Principal, PGDAV College, Ring Road, Nehru Nagar, New Delhi – 110065 latest by 03.10.2023 upto 4:00 P.M.

Other terms & conditions shall be mutually decided with the lowest bidder or accepted bidder.

The College reserves the right to accept/reject the quotation in partial form or in total without assigning any reason thereof.

Krishna Sharma
Principal