

No.DGE91/2/ITR/2016/Cash  
Government of India  
Ministry of Labour & Employment  
(Directorate General of Employment)

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Shram Shakti Bhawan, Rafi Marg,  
New Delhi dated the 18<sup>th</sup> May, 2016

**Tender Notice**

**Subject:- Quotation for Filing of e TDS Return to Income Tax Department in Electronic Form during the financial year 2016-2017- reg.**

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Quotations in sealed cover are invited for filing of e TDS Return to Income Tax Department on quarterly and annual basis in respect of salary of 130 Numbers of officers/officials working under Directorate of Employment (Ministry of Labour & Employment) and non-salary componets for the financial year 2016-17.

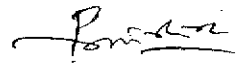
2. The words '**Quotations for CA FIRM**' should be written on the sealed cover containing quotation. The quotations may be dropped in box placed in the room of undersigned i.e. Room No. 321 of Shram Shakti Bhawan, New Delhi-1 latest by **27.05.2016, at 11.30 A.M.**
3. The tender letter must be accompanied with a demand draft of Rs.1000/- (Rupees one thousand only) in favour P.A.O, DGE, New Delhi as E.M.D.
4. The firm to whom the contract will be assigned will have to deposit a demand draft of Rs. 2,000/- (Rupees two thousand only) as a security money in favour of P.A.O, DGE.
5. No interest will be paid on EMD/Security money.
6. The Firms are required to prove their competence for undertaking the job in question and shall, therefore, furnish their standing and goodwill through a Certificate/Documentary proof of Ministries/Departments with complete address and telephone Nos./Income Tax No./ST/CST No. A list of present Contracts of Govt. Departments in hand may also be enclosed with the quotation. The firm should be authorised by the NSDL for filing e-tds return.



7. The tender is not transferable. further clarifications if any, can be obtained from Cash Section, DGE, M/o Labour & Employment, Room No.321, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110 001 (Phone No.23473034). The Directorate General reserves the right to select or reject any or all quotations.

8. In case the firm fails to tender satisfactory services the contract can be terminated and the security money will be forfeited. The firm will also performed their duties i.e. Return income tax on quarterly and annual basis on physical mode salary and non-salary, data collection from PBR, import of software on salary excel sheet, prepare of FV file and uploading on NSDL website, preparing Form 16 for salary paid and Form 16 A for non-salary on quarterly basis by the skilled manpowers during the period of contract.

9. **The quotations will be opened on 27.05.2016 at 03.30 PM in Room No.323 of Shri M S Kalaria, Dy. Secretary, Shram Shakti Bhawan, New Delhi.** The tenderers, who are interested to be present at the time of opening quotations, may attend themselves or depute their representative.



(P. Mishra)

Under Secretary to the Govt. of India  
Tel: 23473371

Copy to:-

1. Director, NIC, for uploading on Website of DGE (H.qrs.)

Please mail its scanned copy on websupport-moi@nic.in

