



# Agricultural Economics Research Centre

(University of Delhi)

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## Notice for inviting quotations

Date: 05/02/2024

Sealed item rate quotations in two Bid System i.e. Technical Bid and Financial Bid in separate covers are invited for providing the services from certified Chartered Accountants (C.A.) from the relevant regulatory body to the office of the Director (Acting) by 02:00 pm on 29.02.2024.

1. Preparation of Annual Accounts of the financial year.
2. Filing of Quarterly/yearly TDS return of the Centre:
  - (i) Filing & Submission of 24Q & 26Q
  - (ii) Preparation of Form 16/16-A
  - (iii) E-filing of revised TDS return, 24Q & 26Q, if any.
3. Annual Income Tax Return
4. GST Return
5. 80G Return
6. Application of lower/Nit deduction u/s 197 of IT Act, 1961.

Quotations are to be submitted in sealed covers in the office of this Centre during working hours.

The Technical Bid will be opened at 11:00 am and Financial Bid will be opened at 03:00 pm on 01<sup>st</sup> March, 2024 in the Director's office of this Centre.

### **Terms and Conditions:**

1. The applicant should be a certified Chartered Accountant from the Nodal Bodies.
2. Should have at least three years working experience in University of Delhi or its Colleges/Institutes.
3. Must be willing to visit the Centre during CAG/Internal Audit to clarify their queries/observations.

**Prof. Paramjit**  
Director (Acting)  
Agricultural Economics Research Centre  
University of Delhi