



आर्यभट्ट प्रेक्षण विज्ञान शोध संस्थान
Aryabhatta Research Institute of Observational Sciences
(An Autonomous Institute under DST, Ministry of Science & Technology, Govt. of India)


File No. ARIES/F&A/T.D.S/2024-2025/ 495

Dated : 15 July, 2024

Tender Notice

Aryabhatta Research Institute of Observational Sciences invites quotations from eligible and experienced Chartered Accountants. In this regard, it is informed that this contract will be valid for the period of one year with the terms and conditions (Annexure 'A') available on the website (www.aries.res.in). The estimated annual cost of all the services will be approx. Rs.200000/- (Rupees Two Lakh Only). The contract may be extended on the basis of the discretion of competent authority with the same terms and conditions.

The desired sealed quotations/proposals may be submitted through post/by hand with Annexure 'B' which can be downloaded from our website "www.aries.res.in" on or before 31.07.2024 till 5:00 PM. For further queries, the firms may contact to Finance and Accounts Section of ARIES, Nainital through the Contact No. 05942270 -727/729 and Email – (finance@aries.res.in) with a copy to Store and Purchase Section through the Email– (storesection@aries.res.in).


Registrar
15/07/2024
Registrar
परीज, नैनीताल
ARIES, NAINITAL

Terms & Conditions

1. The applicant must be a registered Chartered Accountant firm (attach copy of certificate issued by ICAI).
2. The applicant must have experience of filing E-TDS (Income Tax return and GST return) in the Central Government Departments.
3. The applicant should have 05 contracts for providing e-filing jobs in Central Government Ministries/PSU/Autonomous Bodies (attach copy of work orders) during the last 5 years.
4. The applicant should have valid PAN and GST number.
5. The applicant should have full fledged operational office in Uttarakhand preferably at Nainital district and services/assistance shall be rendered from the same Uttarakhand based office only.
6. Undertaking that the agency has not been blacklisted and has no legal/criminal case pending against the agency/firm.
7. Violation of any of the above bid will be rejected out-rightly or only the qualified bidder in Technical bid will be eligible for Financial bid.

GENERAL TERMS & CONDITIONS

1. The contract can be terminated summarily by this department at any time without giving any notice or without assigning any reason, if the work of the contractor is found unsatisfactory during the currency of this contract. In this connection the decision of the Competent Authority i.e. Director ARIES shall be final and binding on the firm.
2. The successful contractor/firm will be required to the work at approved rates during the year and as such extended period as may be mutually agreed upon if considered necessary.
3. Overwriting/Corrections or incomplete (blank) quoting of rate would result in rejection of quotation and shall be not considered under any circumstances.
4. At any stage if the firm is found not adhering to the terms & conditions governing the contract, the same would be terminated without any notice.
5. No advance payment will be made. The approved firm should submit the bill in triplicate. Government Tax, namely, GST and the bill to be submitted by the firm should bear valid tax registration number/PAN Number.
6. In case of any dispute, the decision of the Director ARIES shall be final and binding on the firm.


(Registrar)

Annexure-B

Annexure-B

Financial Bids	Amount
1. E filing of GSTR-7	
2. E filing of GSTR-7A	
3. E filing of GSTR 1	
4. E filing of GSTR 3B	
5. Form 26Q and 24Q TDS quarterly return filing	
6. Entry Charges	
7. NSDL Charges	
8. Calculation of Income Tax and generation of TDS Certificate form 16 & 16A	
9. Generation of FVU file	
10. Annexure- II form 16 filling	
11. Form 24Q and 26Q correction if any	
12. To attend to all queries of the institute related to Income Tax and GST	
13. Providing information to institute regarding the changes in the Income Tax Act, benefit of home loan, section 80C etc. and Tax Slabs for F.Y. 2024-25	
14. Any other statutory work	

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