

NATIONAL COMMISSION FOR WOMEN
4, DEEN DAYAL UPADHAYAYA MARG
NEW DELHI -110002
Tel: 011-23213485 FAX: 23216154/23216988
E-Mail: ncw@nic.in, us-ncw@nic.in Web: www.ncw.nic.in

No. 4-23/2004-05/II

Date: 31.05.2011

INVITATION OF QUATATION FOR FILLING OF E-TDS RETURNS FOR THE
F.Y. 2011-12

THE NATIONAL COMMISSION FOR WOMEN, invites sealed tenders from reputed and experienced agencies for filing of e-TDS work and preparation of Form 16 and 16A alongwith reply of any notice received from Income Tax Department regarding TDS returns for the period of one year which is likely to be extended further subject to rendering of satisfactory services on the following terms and conditions:-

1. Advice on all matters related to compliance of TDS/TCS provisions.
2. Periodic review of TDS/withholding Tax compliance.
3. Computation of monthly TDS
4. Monthly reconciliation of TDS due and deposited.
5. Monthly deposit of TDS electronically/manually
6. Issue of monthly/annual TDS certificates.
7. Filing of correction statement.
8. TDS assessment.
9. Preparation of Form 16 and 16A.

The initial contract period is for one year (Financial Year: 2011-12).

The interested agencies are required to submit their quotation by registered post/ Courier /by hand and should reach to the undersigned at 1500 hrs on or before **15th June 2011** The quotation shall be opened on the same day at 1530 hrs at NCW.

Note:- Quotations received after due date and time will not be entertained. The commission will not be responsible for any postal delay.

-sd-
(Sraddha Paul)
Under Secretary