



डेडीकेटेड फ्रेट कोरीडोर

No. HQ/F&AC/Payroll/Salary/SAP

डेडीकेटेड फ्रेट कोरीडोर कापोरेशन ऑफ इंडिया लि.

(भारत सरकार का उपक्रम)

Dedicated Freight Corridor Corporation of India Limited

(A Govt. of India Enterprise)

Dated: 12.12.2019

**QUOTATION NOTICE FOR COMPUTING THE INCOME TAX LIABILITY OF DFCCIL OFFICIALS FOR THE FINANCIAL YEAR 2019-2020 (AY-2020-2021)**

Quotations are invited for computing the Income Tax liability of DFCCIL Officials (approx. 1500) for the financial year 2019-2020 (AY 2020-2021). The work envisaged is as under :-

1. Collection and collation of Income Tax saving declaration data as provided by DFCCIL Officials
2. Computation of Income tax liability for DFCCIL officials and provided the computation sheets
3. Generation of Form-16 and all related documents for above officials
4. Settling the queries raised by DFCCIL officials and Income Tax authorities.

(Total Cost in figures & Words \_\_\_\_\_)

**Mandatory Terms and Conditions:-**

1. The quoted rates should be inclusive of all taxes as applicable
2. No advance payment will be made
3. Work has to be completed within as per schedule below.
4. Validity of Offer shall be at least 60 days
5. Anything left out in the scope of work, but is required for smooth working, will be required to be provided by the Bidder without any additional cost.
6. DFCCIL reserves the right to reject all offers received without any reason thereof
7. In case, any of the above conditions are not accepted or any new condition is given which is not acceptable to DFCCIL, offer would be rejected summarily.

**Payment terms:-**

S. no	Work to be done	Completion date	%age Payment to be released
1	Collection and collation of Income Tax saving declaration data as provided by DFCCIL Officials	15.01.2020	20%
2	Computation of Income tax liability for DFCCIL officials and provided the computation sheets	31.01.2020	20%
3	Generation of Form-16 and all related documents for above officials	31.05.2020	30%
4	Settling the queries raised by DFCCIL officials and Income Tax authorities	31.07.2020	30%

The sealed quotation envelope addressed to:-

General Manager/CF  
Room no. 514, 5<sup>th</sup> Floor,  
Dedicated Freight Corridor Corporation of India Ltd.,  
Pragati Maidan Metro station Building Complex,  
New Delhi 110001

Arrange to submit the quotation latest by **15:00 hrs of 26<sup>th</sup> December 2019** in the quotation Box placed near Reception, 5<sup>th</sup> Floor, DFCCIL. Any offer received after due time & date shall not be considered. The submitted quotation will be opened at **15:30hrs on 26<sup>th</sup> December 2019**.

  
Dy. General Manager/Fin/PR