

QUOTATION INVITATION NOTICE

F.No. 5-4/2009/F&A/NCTE

Date:- 13th November, 2009

Sub: Engagement of Chartered Accountant.

Sir,

NCTE is a statutory body under the MHRD, Govt. of India set up to achieve planned and co-ordinated development of teacher education throughout the country. The annual budget of the organisation is of the order of Rs. 17 crores.

2. It is proposed to engage the Chartered Accountant to carry out the works mentioned below:

- (a) Filing of NCTE's Returns on Form 3-A.
- (b) Filing of e-TDS return on Monthly /Quarterly/ Half yearly/ Annual basis and submission of form 24,26,27 etc. and issuance of Form 16A.
- (c) Exemption certificate under 15-H.
- (d) Financial advice relating to taxation & other allied matters.
- (e) Settlement of Accounts with the income tax authority.
- (f) Appeal pending with Commissioner of Income Tax (Appeals)-21, New Delhi.
- (g) Matter regarding exemption of income tax with Director of Income tax, (Hqrs.) (Exemption) for the A.Y. 2006-07 to 2008-09 and Deputy Director of Income tax for the A.Y. 2006-07 to 2008-09, Income tax office Laxminagar, New Delhi.

3. The Chartered Accountant will be responsible for overall assessment, timely submission and settlement of any dispute with the authorities.

4. The interested Chartered Accountant may submit their quotation on before 20th November 2009 in a sealed cover address to "Account Officer, NCTE, Hans Bhawan Wing-II, 1, Bahadur Shah Zafar Marg, New Delhi- 110002

Yours faithfully,



(Bhupendra Sharma)
Accounts Officer