

**FORM NO. 16**

[See rule 31(1)(a)]

**PART A**

Certificate under Section 203 of the Income-tax Act, 1961 for tax deducted at source on salary

<b>Certificate No.</b> FDQMYXA	<b>Last updated on</b> 14-Jun-2021
<b>Name and address of the Employer</b>	<b>Name and address of the Employee</b>
GENPACT INDIA PRIVATE LIMITED 12A GROUND FLOOR, PRAKASH DEEP BUILDING, 07, TOLSTOY MARG, NEW DELHI - 110001 Delhi +(91)124-4022760 payroll.genpact@genpact.com	VINAY PRAKASH SINGH WZ 707, PALAM VILLAGE, NEAR BATA CHOWK, PO MANGLAPURI, NEW DELHI - 110045 Delhi

<b>PAN of the Deductor</b>	<b>TAN of the Deductor</b>	<b>PAN of the Employee</b>	<b>Employee Reference No. provided by the Employer (If available)</b>
AABCE4461B	DELG18902C	CMVPS8587D	

<b>CIT (TDS)</b>	<b>Assessment Year</b>	<b>Period with the Employer</b>
The Commissioner of Income Tax (TDS) Aayakar Bhawan, District Centre, 6th Floor Room no 610, Hall no. 4, Luxmi Nagar, Delhi - 110092	2021-22	<b>From</b> 01-Apr-2020 <b>To</b> 31-Mar-2021

**Summary of amount paid/credited and tax deducted at source thereon in respect of the employee**

Quarter(s)	Receipt Numbers of original quarterly statements of TDS under sub-section (3) of Section 200	Amount paid/credited	Amount of tax deducted (Rs.)	Amount of tax deposited / remitted (Rs.)
Q1	QUAPMUZD	384677.00	35462.00	35462.00
Q2	QUDKTHHF	326882.00	23159.00	23159.00
Q3	QUGFOJBB	331077.00	23991.00	23991.00
Q4	QUJLSRMF	536987.00	84838.00	84838.00
<b>Total (Rs.)</b>		<b>1579623.00</b>	<b>167450.00</b>	<b>167450.00</b>

**I. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH BOOK ADJUSTMENT**

(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee)

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Book Identification Number (BIN)			
		Receipt Numbers of Form No. 24G	DDO serial number in Form no. 24G	Date of transfer voucher (dd/mm/yyyy)	Status of matching with Form no. 24G
<b>Total (Rs.)</b>					

**II. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH CHALLAN**

(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee)

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Challan Identification Number (CIN)			
		BSR Code of the Bank Branch	Date on which Tax deposited (dd/mm/yyyy)	Challan Serial Number	Status of matching with OLTAS*
1	6708.00	0510308	06-05-2020	25990	F
2	6889.00	0510308	04-06-2020	15618	F
3	21865.00	0510308	06-07-2020	68386	F
4	8447.00	0510308	06-08-2020	80182	F

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Challan Identification Number (CIN)			
		BSR Code of the Bank Branch	Date on which Tax deposited (dd/mm/yyyy)	Challan Serial Number	Status of matching with OLTAS*
5	7216.00	0510308	07-09-2020	50213	F
6	7496.00	0510308	06-10-2020	88537	F
7	8736.00	0510308	05-11-2020	57180	F
8	6708.00	0510308	07-12-2020	95721	F
9	8547.00	0510308	28-12-2020	36876	F
10	7381.00	0510308	05-02-2021	69313	F
11	6495.00	0510080	05-03-2021	16802	F
12	70962.00	0510308	28-04-2021	11132	F
<b>Total (Rs.)</b>	<b>167450.00</b>				

## Verification

I, **SACHIN KHUNGAR**, son / daughter of **SATYA PAL KHUNGAR** working in the capacity of **AUTHORISED SIGNATORY** (designation) do hereby certify that a sum of **Rs. 167450.00 [Rs. One Lakh Sixty Seven Thousand Four Hundred and Fifty Only (in words)]** has been deducted and a sum of **Rs. 167450.00 [Rs. One Lakh Sixty Seven Thousand Four Hundred and Fifty Only]** has been deposited to the credit of the Central Government. I further certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, TDS deposited and other available records.

Place	NEW DELHI	
Date	15-Jun-2021	
Designation: AUTHORISED SIGNATORY		(Signature of person responsible for deduction of Tax)
		Full Name:SACHIN KHUNGAR

## Notes:

- Part B (Annexure) of the certificate in Form No.16 shall be issued by the employer.
- If an assessee is employed under one employer during the year, Part 'A' of the certificate in Form No.16 issued for the quarter ending on 31st March of the financial year shall contain the details of tax deducted and deposited for all the quarters of the financial year.
- If an assessee is employed under more than one employer during the year, each of the employers shall issue Part A of the certificate in Form No.16 pertaining to the period for which such assessee was employed with each of the employers. Part B (Annexure) of the certificate in Form No. 16 may be issued by each of the employers or the last employer at the option of the assessee.
- To update PAN details in Income Tax Department database, apply for 'PAN change request' through NSDL or UTITSL.

## Legend used in Form 16

## \* Status of matching with OLTAS

Legend	Description	Definition
U	Unmatched	Deductors have not deposited taxes or have furnished incorrect particulars of tax payment. Final credit will be reflected only when payment details in bank match with details of deposit in TDS / TCS statement
P	Provisional	Provisional tax credit is effected only for TDS / TCS Statements filed by Government deductors. "P" status will be changed to Final (F) on verification of payment details submitted by Pay and Accounts Officer (PAO)
F	Final	In case of non-government deductors, payment details of TDS / TCS deposited in bank by deductor have matched with the payment details mentioned in the TDS / TCS statement filed by the deductors. In case of government deductors, details of TDS / TCS booked in Government account have been verified by Pay & Accounts Officer (PAO)
O	Overbooked	Payment details of TDS / TCS deposited in bank by deductor have matched with details mentioned in the TDS / TCS statement but the amount is over claimed in the statement. Final (F) credit will be reflected only when deductor reduces claimed amount in the statement or makes new payment for excess amount claimed in the statement

**FORM NO. 16**
**PART B**

Certificate under Section 203 of the Income-tax Act, 1961 for tax deducted at source on salary

Certificate No. FDQMYXA		Last updated on 14-Jun-2021	
Name and address of the Employer		Name and address of the Employee	
GENPACT INDIA PRIVATE LIMITED 12A GROUND FLOOR, PRAKASH DEEP BUILDING, 07, TOLSTOY MARG, NEW DELHI - 110001 Delhi +(91)124-4022760 payroll.genpact@genpact.com		VINAY PRAKASH SINGH WZ 707, PALAM VILLAGE, NEAR BATA CHOWK, PO MANGLAPURI, NEW DELHI - 110045 Delhi	
PAN of the Deductor	TAN of the Deductor	PAN of the Employee	
AABCE4461B	DELG18902C	CMVPS8587D	
CIT (TDS)		Assessment Year	Period with the Employer
The Commissioner of Income Tax (TDS) Aayakar Bhawan, District Centre, 6th Floor Room no 610, Hall no. 4, Luxmi Nagar, Delhi - 110092		2021-22	From 01-Apr-2020 To 31-Mar-2021

## Details of Salary Paid and any other income and tax deducted

Whether opting for taxation u/s 115BAC		No	
1.	Gross Salary	Rs.	Rs.
(a)	Salary as per provisions contained in section 17(1)	1556955.00	
(b)	Value of perquisites under section 17(2) (as per Form No. 12BA, wherever applicable)	22668.00	
(c)	Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable)	0.00	
(d)	Total		1579623.00
(e)	Reported total amount of salary received from other employer(s)		0.00
2.	Less: Allowances to the extent exempt under section 10		
(a)	Travel concession or assistance under section 10(5)	0.00	
(b)	Death-cum-retirement gratuity under section 10(10)	0.00	
(c)	Commuted value of pension under section 10(10A)	0.00	
(d)	Cash equivalent of leave salary encashment under section 10 (10AA)	0.00	
(e)	House rent allowance under section 10(13A)	0.00	

(f)	Amount of any other exemption under section 10 [Note: Break-up to be filled and signed by employer in the table provide at the bottom of this form]		
(g)	Total amount of any other exemption under section 10	0.00	
(h)	Total amount of exemption claimed under section 10 [2(a)+2(b)+2(c)+2(d)+2(e)+2(g)]		0.00
3.	Total amount of salary received from current employer [1(d)-2(h)]		1579623.00
4.	Less: Deductions under section 16		
(a)	Standard deduction under section 16(ia)	50000.00	
(b)	Entertainment allowance under section 16(ii)	0.00	
(c)	Tax on employment under section 16(iii)	2400.00	
5.	Total amount of deductions under section 16 [4(a)+4(b)+4(c)]		52400.00
6.	Income chargeable under the head "Salaries" [(3+1(e))-5]		1527223.00
7.	Add: Any other income reported by the employee under as per section 192 (2B)		
(a)	Income (or admissible loss) from house property reported by employee offered for TDS	-200000.00	
(b)	Income under the head Other Sources offered for TDS	0.00	
8.	Total amount of other income reported by the employee [7(a)+7(b)]		-200000.00
9.	<b>Gross total income (6+8)</b>		<b>1327223.00</b>
10.	Deductions under Chapter VI-A	Gross Amount	Deductible Amount
(a)	Deduction in respect of life insurance premia, contributions to provident fund etc. under section 80C	150000.00	150000.00
(b)	Deduction in respect of contribution to certain pension funds under section 80CCC	0.00	0.00
(c)	Deduction in respect of contribution by taxpayer to pension scheme under section 80CCD (1)	0.00	0.00
(d)	Total deduction under section 80C, 80CCC and 80CCD(1)	150000.00	150000.00
(e)	Deductions in respect of amount paid/deposited to notified pension scheme under section 80CCD (1B)	0.00	0.00

(f)	Deduction in respect of contribution by Employer to pension scheme under section 80CCD (2)	0.00	0.00
(g)	Deduction in respect of health insurance premia under section 80D	15526.00	15526.00
(h)	Deduction in respect of interest on loan taken for higher education under section 80E	0.00	0.00
		Gross Amount	Qualifying Amount Deductible Amount
(i)	Total Deduction in respect of donations to certain funds, charitable institutions, etc. under section 80G	0.00	0.00
(j)	Deduction in respect of interest on deposits in savings account under section 80TTA	0.00	0.00
(k)	Amount Deductible under any other provision (s) of Chapter VI-A [Note: Break-up to be filled and signed by employer in the table provide at the bottom of this form]		
(l)	Total of amount deductible under any other provision(s) of Chapter VI-A	0.00	0.00
11.	Aggregate of deductible amount under Chapter VI-A [10(d)+10(e)+10(f)+10(g)+10(h)+10(i)+10(j)+10(l)]		165526.00
12.	<b>Total taxable income (9-11)</b>		<b>1161697.00</b>
13.	Tax on total income		161009.00
14.	Rebate under section 87A, if applicable		0.00
15.	Surcharge, wherever applicable		0.00
16.	Health and education cess		6440.00
17.	Tax payable (13+15+16-14)		167449.00
18.	Less: Relief under section 89 (attach details)		0.00
19.	<b>Net tax payable (17-18)</b>		<b>167449.00</b>
Verification			
I, <u>SACHIN KHUNGAR</u> , son/daughter of <u>SATYA PAL KHUNGAR</u> .Working in the capacity of <u>AUTHORISED SIGNATORY</u> (Designation) do hereby certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, and other available records.			
Place	NEW DELHI	(Signature of person responsible for deduction of tax)	
Date	15-Jun-2021	Full Name:	SACHIN KHUNGAR

2. (f) Break up for 'Amount of any other exemption under section 10' to be filled in the table below				
Sl. No.	Particular's of Amount for any other exemption under section 10 Rs.	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1.				
2..				
3.				
4.				
5.				
6.				

10(k). Break up for 'Amount deductible under any other provision(s) of Chapter VIA 'to be filled in the table below				
Sl. No.	Particular's of Amount deductible under any other provision(s) of Chapter VIA Rs.	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1.				
2.				
3.				
4.				
5.				
6.				

Place	NEW DELHI	(Signature of person responsible for deduction of tax)	
Date	15-Jun-2021	Full Name:	SACHIN KHUNGAR