

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 paid to an employee under section 192 or pension/interest income of specified senior citizen under section 194P

Certificate No. FHJLEBA		Last updated on 24-May-2025			
Name and address of the Employer/Specified Bank			Name and address of the Employee/Specified senior citizen		
PRINCIPAL GLOBAL SERVICES PRIVATE LIMITED TOWER 16, CYBER CITY, MAGARPATTA CITY, HADAPSAR, PUNE, MAHARASHTRA - 411013 Maharashtra +(91)91-8421045363 PATIL.SAYALI@PRINCIPAL.COM			ABHINAP SINGH BARNAPUR JAGDISPUR, RASULPUR NANDLAL, SAGARI, AZAMGARH - 276139 Uttar Pradesh		
PAN of the Deductor	TAN of the Deductor	PAN of the Employee/Specified senior citizen	Employee Reference No. provided by the Employer/Pension Payment order no. provided by the Employer (If available)		
AADCP7369P	PNEP10061C	NDTPS9208D			
CIT (TDS)		Assessment Year		Period with the Employer	
The Commissioner of Income Tax (TDS) 4th Floor, .A. Wing, PMT Commercial Complex, Shankar Sheth Road, Swargate, Pune - 411037		2025-26		From 01-Apr-2024	To 31-Mar-2025
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	QVSIASWF	182693.73	0.00	0.00	
Q2	QVUFUZVC	299175.56	25447.00	25447.00	
Q3	QVXVEULE	253704.57	10317.00	10317.00	
Q4	QVZCFEKG	319861.82	61201.00	61201.00	
Total (Rs.)		1055435.68	96965.00	96965.00	
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
Total (Rs.)					
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	0.00	-	04-05-2024	-	F
2	0.00	-	05-06-2024	-	F
3	0.00	-	04-07-2024	-	F
4	0.00	-	02-08-2024	-	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	22008.00	6390009	05-09-2024	58358	F
6	3439.00	6360014	05-10-2024	07589	F
7	3439.00	6360014	04-11-2024	12165	F
8	3439.00	6390009	05-12-2024	48850	F
9	3439.00	6360014	04-01-2025	03227	F
10	7375.00	6360014	04-02-2025	14507	F
11	22033.00	6390009	04-03-2025	26064	F
12	31793.00	6390009	28-04-2025	15994	F
Total (Rs.)	96965.00				

Verification

I, **REETESH MELARAM GUPTA**, son / daughter of **MELARAM ARIUNDAS GUPTA** working in the capacity of **CHIEF FINANCIAL OFFICER** (designation) do hereby certify that a sum of Rs. **96965.00** [Rs. **Ninety Six Thousand Nine Hundred and Sixty Five Only** (in words)] has been deducted and a sum of Rs. **96965.00** [Rs. **Ninety Six Thousand Nine Hundred and Sixty Five 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	PUNE	
Date	11-Jun-2025	
Designation: CHIEF FINANCIAL OFFICER		(Signature of person responsible for deduction of Tax)
		Full Name:REETESH MELARAM GUPTA

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