**MOHITE CONSULTANCY SERVICES**

**(Service Tax Registration No:** ABDFM3622NSD003)

78, Shivshakti Sangh, New Sambhaji Nagar, Near Karnatak School, Ghatla, Chembur, Mumbai -400071.

**Website** : MohiteTax.in **E-mail** : admin@MohiteTax.in **Mobile** : 9619156719

19th March, 2017

To,

R. S. Mahalpure,

Asst. Engineer (Admin),

Office of the Addl. Director General (engg.) (WZ),

All India Radio & Doordarshan,

**Sub: Quotation for Hiring of Services for E-filing of TDS (Income tax) Returns of AIR, Mumbai**

**Ref: Your tender No. D/22014/1/2016-17/ADG dated 14/03/2017 on tenders.gov.in inviting quotations for the above**

Dear Sir,

With reference to the captioned subject, we hereby quote our Fee as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. No.** | **Description of the Job** | **Quantity** | **Rates (in Rs.)** |
| 1. | FOR SALARY (24Q)  Preparing and Filing of 4 Returns for TDS deductions on salary. To issue Form 16 along with TRACES form 16A on the basis of data provided by AIR. | Up to 250 records per month | Per Quarter  Rs. 500/-  (Rs. Five Hundred Only) |
| 2. | FOR OTHER THAN SALARY (26Q)  Preparing and Filing of 4 Returns for TDS deductions on vendor payments. To issue Form 16A on the basis of data provided by AIR | Up to 700 records per month | Per Quarter  Rs. 500/-  (Rs. Five Hundred Only) |
| 3 | FOR QUERIES RAISED BY IT DEPT  Attending to queries raised by Income Tax Department related to current year as well as previous years. | As and when required during the tenure of the contract | Per Quarter  Rs. 500/-  (Rs. Five Hundred Only) |
| 4 | CHECKING OF EMPLOYEE’S IT CALCULATION  Checking of IT calculation of employees as per relevant provisions of IT rules in force | As and when required during the tenure of the contract | Per Quarter  Rs. 500/-  (Rs. Five Hundred Only) |
|  | **Total** |  | **Rs. 8000/- per year** |

**# The above fees are exclusive of any government taxes and levies.**

Our Registration details are as follows:

|  |  |
| --- | --- |
| Name of the Bidder | M/s Mohite Consultancy Services |
| Address | 78, Shivshakti Sangh, New Sambhaji Nagar, Near Karnatak School, Ghatla, Chembur, Mumbai – 400071 |
| Contact No. | 9619156719/ 9594410423 |
| Email I.D. | admin@mohitetax.in |
| PAN | ABDFM3622N |
| Service Tax registration no. | ABDFM3622NSD003 |

Thanking you,

**For M/s Mohite Consultancy Services**

**Tushar Mohite**

**Managing Partner**

Enclosures:

1. PO drawn on Canara Bank, Matunga East Branch no 380950 dated 20th March, 2017 for Rs. 1,000/- towards EMD
2. Profile of the Firm
3. CA Inter passing certificate
4. Photocopy of PAN of the firm
5. Service tax registration certificate (ST – 2)
6. Provisional GST registration acknowledgement
7. MSME registration acknowledgement
8. Bombay shop and establishment Act, 1948 registration acknowledgement
9. Reference letter – Tax Dept., The Thane District Central Co-Op Bank Ltd.
10. Reference letter – Canara Bank, Matunga (East) Branch