

**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> MUUEZPL	<b>Last updated on</b> 11-May-2018
<b>Name and address of the Employer</b>	<b>Name and address of the Employee</b>
CGI INFORMATION SYSTEMS AND MANAGEMENT CONSULTANTS PVT. LTD. NO.38/1,, NAGANATHAPURA, ELECTRONIC CITY PHASE I, BANGALORE - 560100 Karnataka +(91)80-41943191 Deepu.Kumar@cgi.com	VEERABABU MALLARAPU 4-175, MUDIGONDA VILLAGE, MUDIGONDA, MUDIGONDA MANDAL, KHAMMAM - 507158 Andhra Pradesh

<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>
AAACI1994C	BLRC03921B	CLOPM1638P	

<b>CIT (TDS)</b>	<b>Assessment Year</b>	<b>Period with the Employer</b>
The Commissioner of Income Tax (TDS) Room No. 59, H.M.T. Bhawan, 4th Floor, Bellary Road , Ganganagar, Bangalore - 560032	2018-19	<b>From</b> 01-Apr-2017 <b>To</b> 31-Mar-2018

**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.)
Q2	QSPOZAKA	25034.00	0.00	0.00
Q3	QSSIUASA	129399.00	0.00	0.00
Q4	QSYGHTTE	175428.00	13.00	13.00
<b>Total (Rs.)</b>		<b>329861.00</b>	<b>13.00</b>	<b>13.00</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	0.00	-	05-10-2017	-	F
2	0.00	-	06-11-2017	-	F
3	0.00	-	05-12-2017	-	F
4	0.00	-	05-01-2018	-	F
5	0.00	-	06-02-2018	-	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*				
6	0.00	-	07-03-2018	-	F				
7	13.00	6910333	06-04-2018	10714	F				
<b>Total (Rs.)</b>	<b>13.00</b>								
<b>Verification</b>									
<p>I, <b>KORRISSERY DEEPU KUMAR</b>, son / daughter of <b>KORRISSERY DAMODARAN</b> working in the capacity of <b>PAYROLL MANAGER</b> (designation) do hereby certify that a sum of Rs. <b>13.00</b> [Rs. <b>Thirteen Only</b> (in words)] has been deducted and a sum of Rs. <b>13.00</b> [Rs. <b>Thirteen Only</b>] 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.</p>									
<b>Place</b>	BANGALORE		<b>(Signature of person responsible for deduction of Tax)</b>						
<b>Date</b>	24-May-2018								
<b>Designation:</b> PAYROLL MANAGER			<b>Full Name:</b> KORRISSERY DEEPU KUMAR						

**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
<b>U</b>	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
<b>P</b>	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)
<b>F</b>	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)
<b>O</b>	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

PART B (Annexure)				
DETAILS OF SALARY PAID AND ANY OTHER INCOME AND TAX DEDUCTED				
Particulars		Amount (Rs.)	Amount (Rs.)	Amount (Rs.)
1. Gross Salary				
(a) Salary as per provisions contained in section 17(1)		329861.00		
(b) Value of perquisites u/s 17(2) (as per Form No.12BA, wherever applicable)		0.00		
(c) Profits in lieu of salary under section 17(3) (as per Form No.12BA, wherever applicable)		0.00		
(d) Total			329861.00	
2. Less: Allowance to the extent exempt u/s 10				
Allowance	Rs			
House Rent Allowance	0.00			
Leave Travel Allowance	0.00			
Conveyance	10560.00			
Medical	0.00			
Total			10560.00	
3. Previous employment income as per Form16/Declaration			0.00	
3a. Balance (1 - 2 + 3)			319301.00	
4. Deductions :				
(a) Entertainment allowance		0.00		
(b) Tax on employment		1400.00		
5. Aggregate of 4 (a) and (b)			1400.00	
6. Income chargeable under the head 'SALARIES' (3a - 5)				317901.00
7. Add: Any other income reported by the employee				0.00
8. Gross total income (6 + 7)				317901.00
9. Deductions under Chapter VIA				
(A). Sections 80C,80CCC,80CCD	Gross Amount	Qualifying Amount	Deductible Amount	
(a). Section 80C				
( 1 ) PF	15516.00	15516.00	15516.00	
(b). Section 80CCC		0.00	0.00	
(c). Section 80CCD		0.00	0.00	
Note:1. Aggregate amount deductible under the sections, ie., 80C, 80CCC and 80CCD(1), shall not exceed Rs. Rupees One Lakh Fifty Thousand Only.				
(B). Other Sections (e.g., 80E, 80G,80TTA etc.) under Chapter VIA	Gross Amount	Qualifying Amount	Deductible Amount	
(a) Section 80D:Medical Insurance Premium (Parents)	2134.00	2134.00	2134.00	
10. Aggregate of deductible amount under Chapter VIA				17650.00
11. Total Income (8 - 10)				300260.00
12. Tax on Total Income				13.00
i) Actual Tax			2513.00	
ii) Rebate under section 87A (-)			2500.00	
13. Surcharge (on tax computed at S.No.12)				0.00
14. Education Cess @3% (on tax computed at S.No.12+13)				0.00
15. Tax payable (12+13+14)				13.00
16. Less: Relief under section 89 (attach details)				0.00
17. Tax payable (15-16)				13.00

**Verification**

I, **Deepu Kumar, S/o. Late Damodaran** working in the capacity of **Manager Payroll** 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 : BANGALORE  
Date : 31-May-2018  
Designation : Manager Payroll

Signature of the person responsible for deduction of tax  
Full Name : Deepu Kumar