

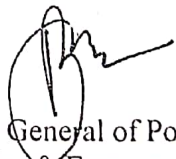
SHORT TENDER NOTICE

Sealed tenders affixing Court fee stamp of Rs. 8.25 (Rupees eight and paise twenty five) only are hereby invited from local Firms who has (1) Authorized TINFC for preparation and submission/upload the e-TDS Return (24Q & 26Q) AND (2) GST return for the financial year 2018-19, 2019-20 and 2020-2021 and filling revised return as applicable and will be received by the undersigned on 22.05.2019 upto 13:00 hours. The tenders will be opened at 13:30 hours on the same day in presence of Tenderer or their authorized representative who may like to be present. In case the office remains closed the Tenders will be opened on next working day at same time and venue. The list of items may be collected from the undersigned on any working days during the office hours up to 15:00 hours on 21.05.2019 by submitting a requisition addressed to the undersigned.

Tender shall be superscripted in red ink with "QUOTATION FOR SERVICE PROVIDE FOR PREPARATION AND FILLING/UPLOAD THE e-TDS RETURN AND GST RETURN FOR THE YEAR 2018-19, 2019-20 AND 2020-2021" due on 22.05.2019 on the top of the Tender cover.

TERMS & CONDITIONS :-

1. Tender without Court fee stamp will not be accepted.
2. Tender received after fixed date and time will not be accepted.
3. Rates must be quoted each excluding all taxes and other charges on delivery at the office of the undersigned. Taxes will be included by the undersigned on issuing the work orders.
4. Tenderer must deposit Rs. 5000/- (rupees five thousand) only as earnest money in the form of call deposit or bank draft from a nationalized bank/ NSC/KVP duly pledged to the Spl. Director General of Police-cum-Director of Fire & Emergency Services, Assam, Guwahati.
5. The earnest money of unsuccessful Tenderer will be released after acceptance of rates and earnest money of successful tenderer will be kept in this office custody up to 31.03.2021. In case of irregularity the earnest money will be forfeited.
6. An upto date I.T. Return/ GST Return and a copy of firm registration certificate/ Trade License/ PAN card/ copy of GST registration issued by the competent authority must be submitted.
7. The office reserve the right to terminate the contract agreement in case of change the Govt. procedure or unsatisfactory services.

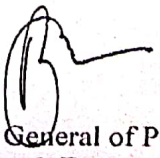

Spl. Director General of Police-cum-
Director of Fire & Emergency Services,
Assam, Guwahati.

Memo No. FS/Sty/24/Vol.III/Pt.XIII/2019-20/1622-24

Dated Guwahati the 15th MAY /2019.

Copy to:-

1. The Director of information and Public Relation Department, Dispur for information and necessary action. He is requested to publish the above notice at least in two local dailies for two days.
2. Office website for wide circulation.
3. Office Notice Board.


Spl. Director General of Police-cum-
Director of Fire & Emergency Services,
Assam, Guwahati.