



Dada Lakhmi Chand State University of Performing & Visual Arts, Rohtak

(A state University established under Haryana Act No. 24 of 2014)

Notice Inviting Quotations

Online quotations are hereby invited for and on behalf of Registrar, DLCSUPVA, Rohtak for supply of rates for below noted work from the interested Chartered Accountants. Quotations duly signed and stamped by the Authorized Signatory shall be sent on email accounts.br@plcsupva.ac.in latest by 27.03.2025 at 5:00 p.m from the date of issue of this notice. The quotations will be opened on the next day of the closing day at 11:00 a.m. by the committee in the presence of bidders or their representative who may like to be present at that time.

S.No.	Description of work	Rate to be quoted by bidder
1	Preparation of Audited Financial Statements and Balance Sheet for the year 2024-25.	
2	Preparation of audited Utilization Certificate of the funds for the year 2024-25.	
3	Preparation and filing of quarterly TDS Return/Revised Return for the financial year 2025-26	
4	Preparation and generation of Form-16 & Form-16A for the financial year 2025-26.	
5	(i) Filing of monthly GST (TDS) Return/Revised Return and generation of TDS Certificate for the year 2025-26. (ii) Filing of all types of GST Return/Revised Return for the year 2025-26.	
6	Compliance/Assessment/Hearing/reply of all notices related to Income Tax and GST department for all previous years and current year.	
7	Appeals of all notices related to Income Tax and GST department for all previous years and current year.	
8	Filing of Revised/Income Tax Returns for previous years (if required) and current year including all Audit report etc.	
9	Any other work related to Income tax and GST assigned by the University.	
	Total Amount	



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Other terms & conditions are as under:-

1. The work will be completed within stipulated period positively.
2. The audit of account will be conducted in University premises.
3. Payment will be made after satisfactory completion of the work.
4. Income Tax will be deducted as per rule.
5. Amount will be recovered, if any penalty imposed on the part of discrepancies at the end of the Chartered Accountant by the Income Tax Department or GST Department due to inaction on part of Chartered Accountant.
6. GST extra as applicable.
7. Conditional quotation shall not be considered.


Chief Accounts Officer
for Registrar

Endst.: AC/25/1334-1339

Dated: 17.03.2025

A Copy of the above is forwarded to the following for information and further necessary action:

1. All committee members
2. OSD to the Registrar (for kind information to the Registrar), DLCSUPVA, Rohtak
3. PA to Vice Chancellor (for kind information to the Registrar), DLCSUPVA, Rohtak
4. IT Cell, with a request to upload the notice of the University website today positively.


Chief Accounts Officer
for Registrar