

West Bengal Police Recruitment Board
Araksha Bhawan (5th floor), Block - DJ, Sector - II
Salt Lake City, Kolkata - 700 091.

TEL. : (033) 2337 1402; FAX : (033) 2321 4200

Memo. No. PRB/ ADMN/PS(NIT&NIQ)PT- IX.2023 -

Dated: 13/06/2023

NOTICE INVITING QUOTATION

Sealed quotations are invited from the bonafide tax consultant/tax consultant firms for service consultancy charge of e-Filing Return Preparation for West Bengal Police Recruitment Board at Araksha Bhawan(5th floor), Block DJ, Sector-II, Salt lake city, Kolkata-700091

The intending participant should quote their existing rates for below mention work. The quotation must be dropped into the tender box placed at the office of the West Bengal Police Recruitment Board Araksha Bhawan(5th floor), Block DJ, Sector-II, Salt lake city, Kolkata-700091 on any working day up to 3 pm of 21/06/2023. The Quotation Box will be closed and reopened at 4 pm on the same day at office chamber of the Member, West Bengal Police Recruitment Board at Araksha Bhawan (5th floor), Block DJ, Sector-II, Salt Lake City, Kolkata-700091. The item for which the quotation is to be dropped must be clearly mentioned on the top of the envelope containing the quotation.

SI No.	Particular	Existing rate (Rs.)
1	(A) Filing of TDS/TCS Return in Form 26Q and 24Q (Regular & Correction Format) per Quarter for each return.	
2	(B) Prepare Generate Form- 16 and Form 16A per certificate.	
3	(C) GST Return per month.	

1. **TERMS AND CONDITIONS:**

- I. Rates must be quoted excluding GST and the work order will be awarded to the lowest bidder, provided the terms and conditions are complied with.
- II. Attested Xerox copies of the PAN Card should be enclosed with the quotation.
- III. The payment will be made on submission of bills as per Govt. rules.
- IV. The sealed quotations will have to be dropped in the quotation box of the office within stipulated date and time.
- V. The authority reserves the right to accept or reject the Quotation and to call off the NIQ entirely or to float another without assigning any reason whatsoever.

Sd/-

SP & Member
West Bengal Police Recruitment Board

Copy forwarded for information and necessary action-

- 1) The Chairman & Managing Director, West Bengal Police Housing & Infrastructure Development Corporation Limited. Araksha Bhavan (3th floor), 6th Cross Road, DJ Block, Sector II, Bidhannagar, Kolkata, West Bengal.
- 2) The Director, SCRB, Araksha Bhavan (4th floor), 6th Cross Road, DJ Block, Sector II, Bidhannagar, Kolkata, West Bengal.
- 3) The Additional Director General & Inspector General of Police, Enforcement Branch, Araksha Bhavan (6th floor), 6th Cross Road, DJ Block, Sector II, Bidhannagar, West Bengal, Kolkata-700091.
- 4) The Managing Director, WBSEDCL, Vidyut Bhavan (7th floor), Salt Lake, Kolkata-91.
- 5) The Commissioner, Bidhannagar Police Commissionerate.
- 6) The Commissioner, Bidhannagar Municipal Corporation.
- 7) The Sub-Divisional Officer, Bidhannagar, Administrative Building, (1st floor), DJ-4, 2nd Avenue.
- 8) Notice Board of West Bengal Police Recruitment Board.
- 9) O/C Computer Section, WBRPB - for kind publication of a Notice Inviting Quotation at www.prb.wb.gov.in.
They are requested to display this notice on their Notice Board.


13/6/23

SP & Member

West Bengal Police Recruitment Board