

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD.**

Name of Office	:	EHV O&M Division Dombivali,
Office Address	:	Office of the Executive Engineer, MIDC Residential Zone - II, P-31 Near New Power House, Dombivali (East) - 421 203
Telephone No.	:	(O) 0251 - 2443823 / (P) 2430963
FAX No.	:	0251 – 2443823
CIN No.	:	U40109MH2005SGC153646
E.mail ID	:	ee7240@mahatransco.in/ eedombivalim@yahoo.com
Website	:	<a href="http://www.mahatransco.in">www.mahatransco.in</a>

No.EE/EHV/O&M/Dn/DMB/

Date :

**E. ENQUIRY**

**Sub. :- e.Enquiry** for preparation & submission of ETDS form in respect of employees & Other than Employees [Vendors] under EHV O&M Division Dombivali for the FY 2017-18

Dear Sir,

Sealed and super scribed quotations are invited for the work of ETDS form in respect of employees & Other than Employees [Vendors] under EHV O&M Division Dombivali for the FY 2017-18 under EHV O&M Dn Dombivali as per the Schedule 'A'. The quotation should reach to this office on or before **13.11.2017** positively. **Estimated cost – Rs. 49879.40/- [including taxes]**. The General terms and conditions are as below. Document submission: Copy of your PAN No., GST registration should be submitted along with quotation.

**TERMS AND CONDITIONS :-**

- 1] The rates should be quoted on quarterly basis from April 2017-18 (4 quarters).
- 2] The period of contract will be upto 31.03.2018 from the date of receipt of order.
- 3] Validity period for rates quoted should be 3 months.
- 4] You shall have to file a quarterly E-TDS returns in form 24Q & 26Q in computer multimedia system as provided by NSDL an agency authorized by the IT authority
- 5] The accepted CD of E-TDS of quarterly/yearly return is required to be forwarded to this office along with printed copy time to time.
- 6] You have to collect the monthly salary details supplementary bills/L.P.C/leave encashment/ final gratuity of each and every employee including retired employees of this office.
- 7] Individual I.T. calculations (provisional and final) of the employees and collections of investment data in this regard shall be collected from this office.
- 8] Issue of TDS certificates (Form no. 16/16A) to the employee & contractors considering the annual TDS recovered from them
- 9] To comply any other query, if arised by I. T. Department in this regards.
- 10] If you fail to submit the return in time and caused to penalty charged by the IT department the amount of penalty will be paid by you
- 11] The works pertains to financial year 2017-18 scheduled time limit of submission of quarterly and yearly E-TDS returns and issue of TDS certificated to employee, should strictly be observed as per I.T. Act
- 12] The manpower required for this job will have to be arranged by you.
- 13] All expenditure on stationary, transportation and purchase of software material shall be borne by you.
- 14] Quotation should be duly filled & signed in all respect otherwise it will not be considered.
- 15] Income Tax @ 10% or prevailing rate will be deducted from your bill as per rules.
- 16] You will have to pay the security deposit @ 5% of the order value or it will be deducted from your bill.

Thanking you,

Encl. :- Schedule 'A

Yours faithfully,  
sd/-  
[D.P.Ranbawale]  
Executive Engineer,[Charge]  
EHV (O&M) Division, Dombivali.

Copy s w r to :- The Supintending Engineer, MSETCL, EHV (O&M) Circle Panvel.

Copy to :- 1] The Dy Manager [F&A], EHV O&M Dn Dombivali 2] The Notice Board

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**Schedule- 'A'**

Sr. No.	SAP Service/ activity No.	Item Description	Unit	Qty	Rate (Exclusive tax) in Rs.	Amount (Exclusive Tax) in Rs.
<b>A</b>	<b>Preparation &amp; Submission of ETDS form F&amp;A</b>					
1)	50002504	Income tax act form 26 other than salary	EA	184		
2)	50002506	Printing Form 16A	EA	92		
2)	50002509	NSDL fee upto 100 records	EA	4		
3)	50002510	NSDL fee upto 100 to 1000 records	EA	10		
4)	50011224	WCT Return filing services	EA	30		
		<b>Sub-Total A (Exclusive tax)</b>				
		<b>18 % GST</b>				
		<b>Sub-Total A (Inclusive 18 % GST )</b>				
<b>B</b>	<b>Preparation &amp; Submission of ETDS form HR</b>					
1)	50002503	Income tax act form 24(salary)	EA	800		
2)	50002505	Printing Form 16 salary certificate	EA	400		
		<b>Sub-Total B (Exclusive tax)</b>				
		<b>18 % GST</b>				
		<b>Sub-Total B (Inclusive 18 % GST )</b>				
	<b>Total Amount (A+B) (Inclusive 18 % GST )</b>					

Note:-

1] The bidder is requested to quote GST.

Sd/-

[Shri D.P.Ranbawale]  
**Executive Engineer**  
EHV (O&M) Dn, Dombivali.