



**DELHI BUILDING & OTHER CONSTRUCTION WORKERS WELFARE BOARD**

**GOVT. OF NCT OF DELHI**

'A' WING, 7<sup>TH</sup> FLOOR, VIKAS BHAWAN-II, CIVIL LINES, DELHI – 110054

Email id : bocwhq.delhi@gov.in

Phone : 011-23813845, 23813773

F. 17(560)/DBOCWWB/2017/1491

Dated: 02/12/2020

**Subject:- Quotation for hiring of Chartered Accountant Firm for Income Tax related matter in DBOCWW Board**

The Delhi Building & other Construction Workers Welfare Board was established in the year 2002 under BOCW Act, 1996 primarily for the welfare of construction workers and their family members. Delhi Rules 2002 were also framed and notified in the year 2002. The Board collects one percent Cess on all construction projects which cost Rs 10 Lakhs and above.

Quotation has been called from Chartered Accountant Firms which are having experience of 10 years or more for the following income tax related work for one year which can be extended on mutual consent on the basis of performance of services-

1. To obtain a certificate for **exemption u/s 10(46)** for which necessary documents/reply is to be filed and to attend the Income tax Department. The Board is also receiving a lot of correspondence/notices from Income Tax Department for various matters for which necessary documents/reply is to be filed and to attend the Income tax Department.
2. Internal Audit of Book of Accounts of the Board and submission of Internal Audit Report accordingly.
3. Preparation/ finalization of Book of Accounts and Balance sheet of the Board and duly verified/signed the same.
4. Submission of quarterly TDS Return of Income Tax (24Q & 26Q) and Submission of monthly GST Return.

Contd....2

You are, therefore requested to please submit the rates in the enclosed Performa duly signed and stamped in sealed envelope mentioning Quotation for chartered Accountant .In rate quotation detail of experience for more than ten years also mentioned. The quotation will be sent to this Board by 08<sup>th</sup> December 2020. The decision of Secretary (Board) will be final decision.

This issue with prior approval of the Competent Authority.

Enclosed: as above



(Sandeep Suri)  
Accounts Officer Board

**SCHEDULE OF WORK**

<b>Description of work</b>	<b>Amount Quoted ( per annum)</b>
To obtain a certificate for <b>exemption u/s 10(46)</b> for which necessary documents /reply is to be filed and to attend the Income tax Department.	
<b>Total (Plus Taxes as applicable)</b>	

**Term & Conditions:-**

1. The firm should have at least 10 year experience.
2. The quoted rate shall be final and will not be increased during tender period.

Sign:-

Name of the Authorized person:-

Name of the firm:

Address:-

Stamp of the Firm:-

Contd...4

50

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