



भारत सरकार  
Government of India  
गृह मंत्रालय

Ministry of Home Affairs

जनगणना कार्य निदेशालय, पश्चिम बंगाल

Directorate of Census Operations, West Bengal

जनगणना भवन, आई.बी.- 199, सेक्टर-III, साल्ट लेक, कोलकाता-700106.

Janganana Bhawan, IB-199, Sector-III, Salt Lake, Kolkata -700106.

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वेबसाईट/Website- www.censusindia.gov.in



2021

F.No: G-16014/07/Acctt/2021-22/ 448

दिनांक/Date: 10 /06/2024

**TENDER NOTICE**

Sealed rate quotations are invited from reputed firm for preparation of 24G, 24Q & 26Q including uploading charges of ETDS return on Quarterly basis for three(3) financial year 2024-25 & 2025-26 & 2026-27 for approximate 150 allottees for salary purpose and 30 for Non-Salary purpose. However, it may be considered 10% more or less. The quotation is to be submitted in two bid systems into sealed envelope super scribing Technical Bid/Quotation for uploading of 24G, 24Q & 26Q & GST-TDS so as to reach to this office within 3.00 p.m. on 25.06.2024 and will be opened on the same day at 4.00 p.m. in this office in the presence of Bidders or their representatives.

The quotations are to be dropped in the "Tender Box" placed in the right hand side of the office entrance at Ground Floor, of DCO, West Bengal, Janganana Bhawan, IB -199, Sector - III, Salt Lake City, Kolkata - 700106 or through speed post to be received on or before due date. If any successful bidder denies working as per their offered rate, action will be taken as per Government of India Rules & Regulations. Each page of the rate quotation must have sealed and signed by the bidder. The Tender must be submitted in two Bid systems.

**Technical Bid:**

To qualify the technical bid, following documents will be required (Photo copy):-

1. Trade License of the Firm
2. PAN
3. GSTN number
4. A self attested certificate specifying that the firm has not been blacklisted by any Government Organization.
5. Self-attested experience Certificate.

**Financial Bid:**

Sl.No.	Required Services	Quarterly	Allotee	Rate
1	24Q	Q1 to Q4 (For the FY 2024-25 to 2026-27)	150 (10% more or less)	
2	26Q	Q1 to Q4 (For the FY 2024-25 to 2026-27)	30 (10% more or less)	
3	Revised Return 24Q	Q1 to Q4 (For the FY 2024-25 to 2026-27)	Same as above	
4	Revised Return 26Q	Q1 to Q4 (For the FY 2024-25 to 2026-27)	Same as above	
5	Filing of GST-TDS	Q1 to Q4 (For the FY 2024-25 to 2026-27)	30 (10% more or less)	

The financial Bid will be considered only if the Bidder qualifies the Technical Bid.

The Director of Census Operations, West Bengal, however, reserves the right to reject any or all quotations without assigning any reason thereof.

( रमेश प्रसाद )

(Ramesh Prasad)

संयुक्त निदेशक/Joint Director

**Terms and Conditions :-**

- i) The period of quotation and the rates accepted by this office will remain valid and fixed for three (3) financial year 2024-25 & 2025-26 & 2026-27.
- ii) The prospective bidders are required to quote their best inclusive of all taxes.
- iii) All Tender documents and enclosures are to be signed and stamped.

**Signed by Ramesh Prasad**

**Date: 10-06-2024 13:24:26**

( रमेश प्रसाद )

(Ramesh Prasad)

संयुक्त निदेशक/Joint Director

**Copy to :**

- i) Members of Tenders/Purchase Committee/Dealing Hand
- ii) Office Notice Board
- iii) Guard File

( रमेश प्रसाद )

(Ramesh Prasad)

संयुक्त निदेशक/Joint Director