



Memo No: 243/CRI/F-1/2012

Dated: 07/06/2023

## TENDER NOTICE

Quotations under sealed cover are invited from reputed and authorized agencies for e-TDS and GST related work as mentioned below in Cultural Research Institute:

Sl	Particulars
1.	Submission of quarterly e-TDS Return (24Q and 26Q) for F.Y. 2022-23(Q4) and 2023-24
2.	Preparation and submission of Form-16 of all employees for F.Y. 2022-23
3.	Submission of Monthly GST Returns for F.Y. 2023-2024
4.	All other works related to IT & GST as may be required (on-Call basis)

- Price may kindly be quoted for 01(One) Unit of each item and should be inclusive of GST or any other taxes as applicable. No Advance Payment would be made in any manner whatsoever. Payment would only be cleared after successful completion by the chosen Agency and submission of the relevant Bills (in Triplicate).
- All Quotations should be addressed to : The Deputy Director, Cultural Research Institute, Ambedkar Bhavan, P-1/4 CIT Scheme VII(M) VIP Road, PO Kankurgachi, Kolkata : 700054 and should reach at the same address within 07(SEVEN) working days from the date of issuance of this Notice. Quotations received after the Last Date is liable to be rejected.
- The Director, CRI reserves the rights to accept or reject any quotation without stating the reason whatsoever.
- After opening of the Quotations the results would be communicated to the selected Agency over Phone/through E-Mail.

*Arpita Sarkar*

Deputy Director  
Cultural Research Institute

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Copy forwarded for information to:

- Deputy Secretary, BCW Department with a request to arrange to upload the tender in the Departmental Website.

*Arpita Sarkar*

Deputy Director  
Cultural Research Institute