

**INDIAN STATISTICAL INSTITUTE
NORTH-EAST CENTRE, TEZPUR
ASSAM-784028
Phone No: 03712-267296**

NOTICE INVITING QUOTATION FOR INCOME TAX CONSULTANCY

To,

All Income Tax Consultants,

Date:12-03-2025

Enquiry No: ISINE/ADM/24-25/41/QUOTATION

Dear Sir/Madam,

This is to inform you that sealed quotations are invited only from the reputed Income tax consultants preferably Chartered Accountancy Firms 2 years' Experience in tax consultancy work basically regarding Income Tax TDS returns, GST Returns and preparing Form-16 etc.

Please quote your lowest rate for aforesaid work value Rs 42,000/- The quotation should be sent in a sealed cover super-scribing **"QUOTATION FOR INCOME TAX CONSULTANCY"** addressed to "The Head, Indian Statistical Institute, North-East Center, Napam, Tezpur – 784028" on or before the due date. The Institute reserves the right to reject any or all including the lowest quotation without assigning any reason whatsoever. The quotation offered should be complete in all respects with work details failing which the quotation will not be considered. The last date of receiving Quotation is 21-03-2025.

TERMS AND CONDITIONS

1. The prospective firms should have at-least 2 years of experience of in Income tax and GST handing work.
2. No advance payment will be made by the Institute. The bidders may raise their bill on quarterly basis after successful completion of every quarter.
3. The rates will be for a period of 2 (Two) years and the firm will not be allowed to increase the rate once approved for a period of 2 (Two) years.
4. All the bidders are requested to read and understand the terms and conditions of the contract as detailed out before sending their quotations, as no change or violation of the aforesaid terms & conditions are permissible once the quotation is accepted by this Institute
5. Appointment of Tax Consultant for such consultancy for a period of 2 Years.
6. The contract will be renewed every year upon satisfactory performance and the authority may terminate the contract if the performance found to be not satisfactory.



Centre Head



Co-ordinator



Admin Officer