

NOTICE INVITING QUOTATIONS

National Institute of Fashion Technology, Hyderabad invites sealed quotations from the Chartered Accountant Firms for the **Professional Services to NIFT, Hyderabad for filing TDS Income Tax, GST, TDS GST Monthly/Quarterly/Years returns for a period of one year from January, 2022 to December, 2022.** The sealed quotation should be dropped in the tender box on or before 3 pm of 28.12.2021.

Introduction:

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Technology. NIFT provides fashion business education across the country through its network of 17 centres. It provides four years under graduate (UG) program, two years Post Graduate (PG) program and short duration courses.

NIFT, Hyderabad is running 6 UG & 1 PG Courses and (3) Short duration (CE) courses with the students strength around 1200 and 100 employees. NIFT, Hyderabad is GST registered organization and all the IT, PF, EDLI etc., compliances are applicable. GST is applicable on letting out of campus on rent, for shootings, fines, mark sheets, CE Programme fee, Projects and annual outward supplies is around Rs. 12 Lakhs.

Terms & Conditions:

1. The Service Provider has to visit NIFT Campus 4 days in a month to calculate the monthly TDS Income Tax (Salary, Contractors & Professional Services), GST (GSTR-1, GSTR-3B) & TDS GST (GSTR-7) liability to be remitted to the authorities under Income Tax & GST Act from time to time and returns shall be filed within the due dates without delays. Monthly/Quarterly/Annual returns to be filed for TDS Income Tax (Form-16 & 16A to be issued), GST (GSTR 9-C) & TDS GST.
2. If any delay in filing of prescribed returns due to default of the Consultant, levy of late fee/penalty would be borne by the Consultant.
3. The Service Provider should be at least 5 years in operation and must have the experience of filing TDS Income Tax & GST returns and liaison with the GST & IT authorities. The quotation must be submitted along with the PAN, GST, Firm Registration Certificate and Membership Certificate of Proprietorship.
4. The Service Provider must submit Clients list where they are providing similar services.
5. The Service Provider must submit last 3 years IT Returns, P & L Account and Balance Sheet.
6. Profession Fee and GST should be mentioned separately and no further enhancement of fee would be entertained during the currency of the period mentioned.
7. The lowest bidder will qualify for providing Professional Services to NIFT.
8. Tax invoices (Bills) for the service rendered may be claimed quarterly and payments would be released after deduction of TDS.
9. The contract can be terminated from either side by giving one month notice.
10. NIFT Reserves right to cancel the NIQ at any time without giving any reason.
11. Sealed envelope containing prescribed format (Annexure) along with documents should be addressed to the “**Joint Director, NIFT, Hyderabad**”.

(Joint Director)

