



Rajasthan Technical University, Kota

राजस्थान तकनीकी विश्वविद्यालय, कोटा

Rawatbhata Road, Akelgarh Kota – 324010

Ph No.-0744-2473001, 2473002

RTU/F(3)/F&A/RFQ/GST Returns/2018-19/2446

Date 31/1/19

Request for Quotation

(Rule-24 of RTPP Rules, 2013)

M/s -----

Sub: To provide quotation for GST return works.

Sir,

With regard to subject cited above, sealed quotations are invited from the professional and experienced Chartered Accountant firms for preparing and filing the following GST returns of university. Please submit the quotations/proposals on your letter head latest by 07.02.2019 up to 05:00 PM:-

S. No.	Type of GST Returns	Unit	Quoted Rate per return (Rs.)
1.	Tax Payer Category:-		
1.1	GSTR-3B (Monthly Return)	Per Return	
1.2	GSTR-1 (Quarterly Return)	Per Return	
1.3	GSTR-9 (Annual Return)	Per Return	
2.	Tax Deductor Category:-		
2.1	GSTR-7 (Monthly Return)	Per Return	
	Total Rs. (1.1+1.2+1.3+2.1)		

Terms & Conditions:-

- Scope of work shall be as follows:-
 - Bidder has to collect all the data's and information's related to above GST returns from the office of undersigned.
 - After checking the records and respective ledger accounts, GST Challan shall be generated from GST Portal and be provided to this office for depositing.
 - GST returns shall be filed on or before the due dates as mandate in GST Act.
 - In case of GSTR-7, TDS certificates of the concerned deductee's shall be generated from GST Portal and be provided to this office on monthly basis.
 - All other allied works and compliances related to above GST Returns to be made as per provisions laid down in GST Act.
- GST provisions and compliances shall be ensured by the successful firm as per provisions laid down in GST Act as well as amended from time to time by the govt.
- The quoted rates shall be valid for 2 years.
- GST shall be paid extra as applicable.

May
31.1.19.

5. Payment shall be made after satisfactorily completion of work for respective GST Returns.
6. RTPP Rules, 2013 shall apply (read with GF& AR).
7. Pan no. of the firm must be mentioned /recorded on bill/invoice along with the photocopy of PAN card.
8. All legal proceedings, if necessity arises to institute any, be any of the parties shall have to be lodged in the courts situated at Kota.

(R.L. Parsoya)
Comptroller

Copy to:

1. PS to HVC, RTU Kota
2. Web Master- to publish on university website.
3. Guard File

31.1.19
(Manoj Kumar Jangid)
Assistant Registrar (F&A)