


**RAJASTHAN HIGH COURT BENCH, JAIPUR****Notice Inviting Bid**

Sealed bids are invited in prescribed Performa from experienced CA firms for providing services in all the Income Tax matters relating to the officers/officials of the Rajasthan High Court Bench at Jaipur, including preparation and filling of e-TDS quarterly returns in Form 26Q and 24Q, e-filling of Form No. 16 through NSDL to Income Tax Department etc. for a period of One year from date of award of contract or 01.08.2025 to 31.07.2026 whichever is later.

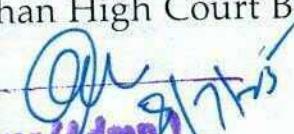
The bids for aforesaid work along-with required papers as prescribed in the terms and conditions are to be submitted on or before 17.07.2025 time 11:30 AM. All valid bids received will be opened on 17.07.2025 at 12:30 AM.

  
Registrar (Admn.)  
Rajasthan High Court Bench,  
Jaipur  
Registrar (Administration)

No. RHCB/Accounts/CA/2025 ~~945~~ 10949. Date : 8/7/25

Copy to :

1. M/s XYZ accounting & Taxation Services Pvt. Ltd. A-1-B, Sawai Jai Singh Highway, Bani Park, Jaipur-302016.
2. Madhusudan Sharma & Co. 229, Sindhu Nagar, Near Pratap Nagar Chouraha, Murlipura, Jaipur.
3. Gupta Singh & Associates, B-24A, Dadhich Nagar, Road No. 6, VKI Areas, Jaipur.
4. Amit V Agarwal & Associates, Chartered Accountants, 7/98, Vidhyadhar Nagar, Jaipur.
5. Copy to the court officer, RHCB, Jaipur for getting this invitation placed on the Notice Board of the Rajasthan High Court Bench, at Jaipur.

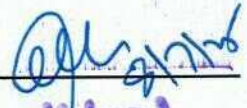
  
Registrar (Admn.)  
Rajasthan High Court Bench,  
Jaipur  
Registrar (Administration)



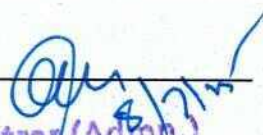
### Term and condition

1. Bid shall be submitted in sealed envelop.
2. Minimum services experience of servicing to government offices for applying tender is 3years.
3. Applying CA firm should collect and submit all the papers related to work and deposit then submit back to office after completion.
4. A copy of aadhar and Pan card, Bank passbook registration certificate shall also be uploaded/submitted by CA firm.
5. Firm has to enclose a copy of experience certificate of CA firm.
6. Contract may be extended for another one year on the basis of their performance with mutual consent.
7. CA Firm should quote their rates as in prescribed performa.
8. CA firm is liable for adjustment of outstanding demands if any. Contract may be extended on the basis of their performance.
9. If quarterly tax return is revised on the error/ mistake on the past CA Firm, expenses shall be borne to CA firm.
10. Conditional rates are not acceptable.
11. purchase committee has exclusive right to accept partly or fully the tender.
12. Firm has to produce an agreement on a non judiciary stamp paper of rupees 500/-Rs within 7 days of award of contract.
13. If any document is found wrong/fictitious, CA firm shall be liable for penalty.
14. In any case of dispute decision of Registrar (Administration) shall be final.
15. Bids received after the date and time fixed shall not be considered.
16. All the rules and provision of Rajasthan Transparency in Public Procurement rules 2013 are applicable to this contract with above term and condition. Term and conditions and performa will be considered part of this NIB.

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**Registrar (Admn.)**  
Rajasthan High Court Bench,  
Registrar (Administration)  
Rajasthan High Court Bench,

Sr.	WORK STATEMENT	AMOUNT (Rs.)
1,	Preparation & filing of TDS returns for form No. 24 Q quarterly	
2,	Preparation & filing of TDS returns for form No. 26Q quarterly	
3,	Uploading/ Downloading charges	
4,	Preparation of form No. 16 & 16A	
5,	Preparation & filing of TDS revised returns for form No. 24 Q & 26Q	

  
**Registrar (Admin.)**  
**Rajasthan High Court Bench,**  
 Registrar (Administration),  
 Rajasthan High Court Bench,  
 Jaipur.