



**Dr. A. P. J. Abdul Kalam IIIT-ONGOLE
RGUKT, A.P**

Camp Office: RK Valley (Idupulapaya), Vempalli (M), Y.S.R. (Dist.) A.P – 516330

Mail Id: spc.ong@rgukt.in

Ref No: RGUKT/ONG/Proc/Auditor for TDS data uploading/2020

Date: 15-05-2020

NOTICE INVITING QUOTATIONS

Dr. A. P. J. Abdul Kalam IIIT-ONGOLE, RGUKT,AP invites sealed quotations from interested parties to perform quarter wise TDS data uploading at Dr. A. P. J. Abdul Kalam IIIT-ONGOLE campus, RGUKT,A.P, located at Idupulapaya, Vempalli, YSR Dist.

Last Date for Submission : 22-05-2020

Item Description : As per Annexure – A

Address for Communication: Coordinator Stores and Purchases (i/c),

Dr. A. P. J. Abdul Kalam IIIT-ONGOLE
RGUKT-AP.
RK Valley (AP-IIIT),
Vemaplli Mandal,
YSR Dist, Andhra Pradesh-516330

Terms & Conditions:

1. The Bidder is required to have GST registration. (Copy of Firm Registration Document and GST registration are to be furnished)
2. The Bidder should not have been barred by any PSU/Govt. Dept. in doing business with them.
3. The firm should have the experience in conducting Audit of Government / Semi Government Organization/ Academic Institutions.
4. The firm should have permanent establishment or Branch Office registered in Andhra Pradesh/Telagana state only to participate in tender process or otherwise the tender may be summarily rejected.
5. Bid not transferable: The bid documents are not transferable and the seal and signature of the authorized official of the firm's must appear on all the papers and envelopes submitted.
6. Payment will be made quarter wise within 30 days from the billing date after getting satisfaction certificate from the concerned department.
7. Partial quote are liable to be rejected.
8. Bidders are requested to follow the given price bid format to quote for work. The rate may be quoted in INR. The offers should indicate unit price (excluding taxes and duties applicable). Taxes and other charges should be mentioned separately. If not mentioned, it is considered as included in the quoted price.
9. Bid quote must be valid for 120 days.
10. The quotations must be addressed to "The Director, RGUKT, Ongole Campus, at RK Valley, Idupulapaya".
11. The sealed cover should be super scribed with above mentioned NIQ.NO and must reach the office on or before the last date through Speed-post/Registered Post/ by hand.
12. RGUKT reserves the right to reject any/all quotation(s) without assigning any reasons whatsoever.
13. Quotations received against our notification are considered as accepting the terms and conditions of RGUKT, Ongole Campus at RK Valley.

**Sd/-
Administrative Officer**

Annexure –A

SCOPE OF AUDIT:

Sl. No	Description
1	RGUKT-AP, Ongole campus needed to upload TDS data to income tax portal for every quarter of the financial year 20-21 and 21-22.

Price bid format (should be printed in letter head)

Reference:

Date:

Valid till:

To

The Director

Dr. APJ Abdul Kalam IIIT-Ongole

I/we here by submitting estimate for supplying of the item listed below

S. No	Description	A	B	C=A+B
		Price (Rs.)	Tax (Rs.)	Item Cost (Rs.)
Subtotal (Rs)				
Other Charge, if any (Rs)				
Total amount (Rs)				

- I/ We shall be bound by a communication of acceptance/rejection by RGUKT- Dr. APJ Abdul Kalam IIIT-Ongole.
- I/ We have understood and agree the terms and conditions mentioned in the notice inviting quotations.

Name:

Contact No:

Signature:

(Office Seal)