

**HARYANA LABOUR WELFARE BOARD**

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Bays No 29-30, Pocket-II, Sector-4, Panchkula-134112



From

The Welfare Commissioner,  
Haryana Labour Welfare Board,  
Bays No. 29-30, Pocket-II,  
Sector-4, Panchkula

To

All Chartered Accountants,  
Situating in Panchkula & Chandigarh.

No. HLWB/AO/2024/ 830-60

Dated 6/2/2024

**Subject: - Submission of Quotation for the Financial Year 2024-25 (AY. 2025-26).**

It is intimated that Haryana Labour Welfare Board intend to engage the services of reputed Chartered Accountant firm for the following work:-

Sr. No.	Scope of Work	Proposed Rates
1.	Carrying out Tax Audit u/s 10(46) of Income Tax Act and Preparation of Balance Sheet	-
2.	Filing of Income Tax Return (Annually) and Quarterly TDS Return	-
3.	Scrutiny, Filing & contesting IT cases before ACIT/A.O (if any)	-
4.	Scrutiny, Filing & contesting IT appeals before Commissioner of Income Tax (Appeal) & ITAT ( Income Tax Appeal Tribunal) (if any)	-
5.	GST return filing of all kind Monthly/Quarterly, Annually and any other obligation as is GST act.	-
6.	Carry out the complete work regarding renewal of tax exemption u/s 10(46) of IT Act with CBDT, Delhi.	-

Technical requirement to be fulfilled by the CA firm and other general conditions are as under:-


**Technical Requirements:-**

1. The firm should be empanelled with CAG.
2. The CA firm should have the experience of auditing for more than 5 years in the boards and corporations of Government of Haryana.
3. The CA firm should have its Head office at Panchkula or Chandigarh.

**Other Conditions:-**

1. The CA will submit the Balance Sheet complete in all respect before the one month of last date of filling the Income Tax Return.
2. The Auditor shall have to submit Notes on Accounts on Balance Sheet.
3. The Payment shall be made item-wise after execution of work.
4. The CA will provide the door step facility to the Board.
5. The Welfare Commissioner reserves the right to cancel or edit the agreement/term & condition with CA anytime without assigning any reason.

The term and conditions/ rates will be applicable for the Financial Year 2024-25 (Assessment Year 2025-26). You are requested to submit the rates in sealed envelope with the name of Welfare Commissioner, Haryana on or before 15.02.2024 up to 5.00 p.m.


  
Accounts Officer,  
for Welfare Commissioner, Haryana

Endst. No. HLWB/AO/2024/ 861-62

Dated: 6/2/2024

A copy of above is forwarded to the following:-

1. Programmer to upload on office website.
2. Dispatcher to Display on notice board of this office.

  
Accounts Officer,  
for Welfare Commissioner, Haryana