

# IMC Society of ITI Barara at Holi (Ambala)

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To

Notice Board/Website of the institute

Memo No. 1131

Dated: 02-06-25

**Sub: Invitation of quotations for Professional Services related to IMC Society of ITI, Barara at Holi for F.Y. 2025-26.**

In this regard, you are requested to submit your most competitive quotation for the following services required at IMC Society of ITI, Barara at Holi. Due date of this quotation is 10/06/2025.

Sr. no.	Name of Services	Rate (Rs.) including GST (If applicable)
1.	Fees for Professional Services for Maintenance of Books Accounts in Tally for IMC Society of ITI Barara at Holi	Lump sum per F.Y.
2.	Professional Charges for Filling of GST related TDS Returns of IMC Society of ITI Barara at Holi as well as ITI Barara at Holi.	Lump sum per F.Y.

## Other Terms & Conditions:-

1. The work related to maintenance of books of accounts in tally shall be carried out financial year wise and work related to GST return shall be completed within fix time framed and before due date to be notified by the concerned GST Department. The detail/scope of work may be got ascertain/assessed in advanced before quoting the rates.
2. The received rates shall be valid for the next Five Years.
3. Payment shall be made within 30 days after completion of work and submission of bills by the Firm.
4. You are requested to provide your offer latest by post/by hand.
5. The received quotations shall be opened in the presence of institute purchase committee in the O/o Principal-cum- Member Secy., IMC Society of ITI Barara at Holi.

  
IMC Clerk

  
IMC G.I.

  
Purchase Gt

  
Office Supdt.

  
Principal-Cum-Member Secy.  
IMC Society of ITI Barara at Holi