



Office of the Principal

All India Jat Heroes' Memorial College Rohtak

'NAAC' Accredited B++

AFFILIATED TO MAHARSHI DAYANAND UNIVERSITY, ROHTAK

Ref. No. AIJHMC/42/312/2026

Dated: 27/02/2026

NOTICE FOR INVITING QUOTATION

Sealed quotations are invited in the office of undersigned for engaging services of Chartered Accountant for the following purposes:

1. Preparation of books of Accounts and Finalization of Audited Balance Sheet for the financial year 2024-25.
2. Preparation of books of Accounts, Finalization of Audited Balance Sheet, Income Tax/TDS/GST returns and other tax compliance services for the financial year 2025-26.

The rates may be quoted in the column provided against the job as under:-

Sr. No.	Particulars	Amount (in Rs.)
1.	Finalization of Financial Statements for FY 2024-25	
2.	TDS Return (Non- Salary) for FY 2025-26	
3.	TDS Return (Salary) for FY 2025-26	
4.	GST Return in Form GSTR 1, 3B & GST TDS Return for FY 2025-26	
5.	Income Tax Return for FY 2025-26	
6.	Audit for FY 2024-25	
7.	Non Salary TDS Certificate	
8.	Salary TDS Certificate	
9.	Donation compliance	

Note:

1. Bids will be finalized on the consolidated amount quoted by the respective Chartered Accountant.
2. A fresh quotation will be considered and earlier quotations invited in this regard will not be considered.
3. Time period of inviting quotation is two weeks.
4. Visit in the college on call basis when required.
5. Checking of monthly entries in Tally/ERP9.

Principal