



RIPANS

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# रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल एंड नर्सिंग साइंसेज REGIONAL INSTITUTE OF PARAMEDICAL AND NURSING SCIENCES

(स्वायत्त संस्थान, अधीनस्थ स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार)  
(An autonomous Institute under Ministry of Health & Family Welfare, Govt of India)

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No. G.12018/1/2024-Accts-RIPANS/104

Dated: Aizawl, the 16<sup>th</sup> October, 2024

## ENGAGEMENT OF FIRMS FOR FILLING AND ASSESMENT OF INCOME TAX FOR RIPANS, AIZAWL FOR THE YEAR 2016-17, 2017-18, 2019-20 & 2020-21

Sealed quotations are invited from empaneled Chartered Accountant and Cost Accountant Firms for filling and assessment of Income Tax for the year 2016-17, 2017-18, 2019-20 & 2020-21. The selection of Firms shall be made through Financial Bid only.

Last date of receipt of Tender paper : 29.10.2024 3:00 PM

Opening of Tender paper : 29.10.2024 3:30 PM

Tender/Quotation may be submitted to Director, RIPANS, Zemabawk, Aizawl, Mizoram.

(डॉ. संजय डी. सावंत/Dr. SANJAY D. SAWANT)

निर्देशक/ Director

रीजनल इंस्टिट्यूट ऑफ पैरामेडिकल/Regional Institute of Paramedical  
& नर्सिंग साइंसेस /Nursing Sciences

आइजोल : मिजोरम/Aizawl : Mizoram



**Terms of reference for Appointment of firm for filling and assessment of Income Tax for the year 2016-17, 2017-18, 2019-20 and 2020-21**

**1. Scope of work:**

Filing and assessment of Income Tax return for FY 2016-17, 2017-18, 2019-20 & 2020-21.

**2. Place of Submission of Tender/Quotation:**

Director's Personal Branch, RIPANS, Aizawl, Mizoram Pin-796017

**3. QUALIFICATION CRITERIA OF THE CA FIRM:**

The bids of only those firms will be considered, which satisfy the following eligibility criteria:

- i) The Chartered Accountant / Cost Accountant firms should be registered with 'The Institute of Chartered Accountants of India (ICAI)' or "The Institute of Cost Accountants of India (ICMAI)" respectively.
- ii) They should have Income Tax Permanent Account Number (PAN) and GST Registration.
- iii) Have minimum 5 years of experience after its registration. Submit relevant documents duly attested by authorized signatory in support of the eligibility criteria given above.
- iv) The office of the firm must be in Aizawl, Mizoram.

**4. PAYMENT TERMS:**

The payment against the services provided by the firms is subject to the following terms and conditions:

- i) The price quoted by the firms, should be valid for the entire contract period
- ii) GST will be paid at prescribed rate

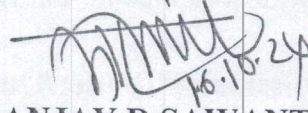
**5. SUBMISSION OF TENDER**

- i) All supporting document duly signed with seal of the authorized Partner/ Proprietor of Firm should be submitted with Financial Bid in Annexure- A in sealed cover super scribed as " FILLING AND ASSESMENT OF INCOME TAX FOR RIPANS, AIZAWL FOR THE YEAR 2016-17, 2017-18, 2019-20 & 2020-21"
- ii) The tender paper should reach the office address latest by 29/10/2024 up to 3:00 PM. Tender paper received after the due date and time shall be rejected.
- iii) Date & Time of opening of bid is 29.10.2024 at 3:30 PM. The interested bidders or their authorized representatives are requested to remain present at the time of opening bid.
- iv) The authority reserves the right to accept or reject any or all the offers received or cancel the bidding process at any stage prior to award of contract and without assigning any reason thereof.



## 6. EVALUATION OF BIDS:

- i) The Financial Bid along with supporting documents received by RIPANS, Aizawl authority and those meeting the above criteria will be considered.
- ii) The firm quoting lowest rate shall be considered for selection.



(Dr. SANJAY D SAWANT)

निर्देशक/ Director

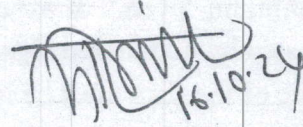
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Copy to:-

1. Administrative Officer for information.
2. AAO(Accounts) for information.
3. Computer Centre, RIPANS to upload bidding documents, terms and conditions enclosed herewith in the Institute's Website.
4. Office Order Guard File.



(Dr. SANJAY D SAWANT)

निर्देशक/ Director

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