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भारत सरकार, आयकर विभाग

कार्यालय : मुख्य आयकर आयुक्त, कमरा नं. 206 पहली मंजिल,

आयकर भवन, मकबूल रोड, अमृतसर -143001

E-mail:amritsar.ito.hq1.ccit@incometax.gov.in

No.0183-2506392 ☎ No.0183-2506419

फा.रा. मु.आ.आ./अमृत./आ.अ.(मुख्या.-1)/2020-21/ 2336

दिनांक : 28.12.2020

सेवा में

**The Pr. Chief Commissioner of Income Tax,
NWR, Aayakar Bhawan,
Sector-17 E,
Chandigarh.**

[Kind Attn. DCIT(Hq)]

महोदय

विषय :- 'Public Notice' for empanelment of Special Auditors for the
Financial Years 2018-19, 2019-20 and 2020-21 के संबंध में -

कृपया उपरोक्त विषय का अवलोकन करें।

2. In this regard, I have been directed to enclose herewith a Public Notice inviting applications from the Chartered Accountants for empanelment as Special Auditors for the Financial Years 2018-19, 2019-20 and 2020-21 to carry out audit in accordance with the provisions of section 142(2A) of the Income Tax Act, 1961 with a request to kindly upload the same on the website: www.incometaxchandigarh.org.

भवदीय,

ध्रुव नारायण

(ध्रुव नारायण साव/Dhruv Narayan Saw)

आयकर अधिकारी(मुख्या.-1)/Income Tax Officer(HQrs.-1),

कार्यालय : मुख्य आयकर आयुक्त, अमृतसर।

O/o Chief Commissioner of Income Tax, Amritsar.

Encl: As above



भारत सरकार, वित्त मंत्रालय, आयकर विभाग
GOVERNMENT OF INDIA, MINISTRY OF FINANCE, INCOME TAX DEPARTMENT
कार्यालय : मुख्य आयकर आयुक्त, आयकर भवन, मकबूल रोड़, अमृतसर।

OFFICE OF THE CHIEF COMMISSIONER OF INCOME TAX

AAYAKAR BHAWAN, MAQBOOL ROAD,
AMRITSAR (PB.) – 143001

E-mail:-amritsar.ito.hq1.ccit@incometax.gov.in

☎ No.0183-2506392 ☎ No.0183-2506419

PUBLIC NOTICE

The Chief Commissioner of Income Tax, Amritsar invite applications from CHARTERED ACCOUNTANTS for empanelment of Special Auditors for the F.Y. 2018-2019, 2019-2020 and 2020-2021 to carry out audit in accordance with the provisions of section 142(2A) of the I. T. Act 1961. The applicant should be a reputed firm including proprietary concern engaged in the profession of accountancy and auditing having a staff strength of at least 20, including a minimum of 2 Chartered Accountants working with the applicant continuously at least for the last one year (other than the partners/proprietor) as on 31.03.2020.

The minimum eligibility criteria and application pro-forma can be downloaded from the website www.incometaxindia.gov.in or www.incometaxchandigarh.org or may be collected from the office of Chief Commissioner of Income Tax officer, Amritsar, Room No. 206, 1st Floor, Aayakar Bhawan, Amritsar on any working day, during office hours.

Chartered Accountant Firms / Concerns fulfilling the eligibility criteria mentioned on the website www.incometaxindia.gov.in or www.incometaxchandigarh.org may submit the application along with the duly filled pro-forma available on the website along with the necessary documentary evidence to the office of Chief Commissioner of Income-tax, Amritsar latest by 15.01.2021.


(Dhruv Narayan Saw)

Income Tax officer (HQrs.-1),
O/o Chief Commissioner of Income Tax, Amritsar.



भारत सरकार, वित्त मंत्रालय, आयकर विभाग
GOVERNMENT OF INDIA, MINISTRY OF FINANCE, INCOME TAX DEPARTMENT
कार्यालय : मुख्य आयकर आयुक्त, आयकर भवन, मकबूल रोड़, अमृतसर।
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सार्वजनिक सूचना

मुख्य आयकर आयुक्त, अमृतसर द्वारा आयकर अधिनियम 1961 की धारा 142(2ए) के प्रावधानों के अनुसार ऑडिट कार्य करवाने हेतु वित्त वर्ष 2018-19, 2019-20 एवं 2020-21 के लिए विशेष लेखा परीक्षकों का पैनल बनाने हेतु चार्टर्ड अकाउंटेंट से आवेदन आमंत्रित किए जाते हैं। आवेदक स्वामित्व अधिकार वाली प्रतिष्ठित फर्म होनी चाहिए। जिसमें अकाउंटेंसी तथा ऑडिटिंग के लिए कम से कम 20 कर्मचारियों का स्टाफ हो तथा आवेदक के साथ (साझेदार व मालिक के अतिरिक्त) दो चार्टर्ड अकाउंटेंट 31.03.2020 तक कम से कम एक साल से काम कर रहे हों।

न्यूनतम पात्रता मापदंड एवं आवेदन प्रपत्र विभाग की वेबसाइट www.incometaxindia.gov.in अथवा www.incometaxchandigarh.org से डाउनलोड किए जा सकते हैं अथवा मुख्य आयकर आयुक्त कार्यालय के कक्ष संख्या 206, पहली मंजिल, आयकर भवन, अमृतसर से किसी भी कार्य दिवस में लिए जा सकते हैं।

वेबसाइट www.incometaxindia.gov.in / www.incometaxchandigarh.org पर उल्लिखित पात्रता मापदंड को पूरा करने वाली चार्टर्ड अकाउंटेंट फर्म/संस्था वेबसाइट पर उपलब्ध प्रपत्र को पूर्णतया भरकर आवेदन पत्र एवं आवश्यक प्रमाणिक दस्तावेजों के साथ मुख्य आयकर आयुक्त, अमृतसर में 15.01.2021 तक अपना आवेदन कर सकते हैं।

ध्रुव नारायण

(ध्रुव नारायण साव)

आयकर अधिकारी (मुख्या.-1)

कार्यालय मुख्य आयकर आयुक्त, अमृतसर।

Minimum Eligibility Criteria

- a) The applicant should be a reputed firm including proprietary concern engaged in the profession of accountancy and auditing having a staff strength of at least 20, Including a minimum of 2 Chartered Accountants working with the applicant continuously at least for the last one year (other than the partners/proprietor) as on 31.03.2020. (Adequate evidence supporting the claim of staff strength and strength of CAs to be enclosed).
- b) The applicant should have accountancy and auditing experience of a minimum period of 7 years as on 31.03.2020 (Supporting evidences need to be adduced with application).
- (c) The applicant should have filed returns of income regularly upto A.Y. 2020-21 and the gross professional receipts of the applicant from accountancy and auditing exclusively declared therein should be at least Rs.20 Lacs or more in at least 3 of the last 7 years (i.e. from F.Y. 2013-14 to F.Y. 2019-20) (<1>. Evidence supporting claim in this respect needs to be enclosed with the application <2>. PANs, AO details of the applicant concern/firm and those of the partners need to be specified in the application.
- (d) The applicant should not have been charged with having indulged in any professional misconduct and no complaint u/s 21 of the Chartered Accountants Act, 1919 for any irregularity should have been filed against the applicant, with the Institute of Chartered Accountants.
- (e) No prosecution should have been launched under Chapter XXII of the Income-tax Act or under any other statute, against the firm or its partners or against the proprietary concern as the case may be.
- (f) There should not be any Income-tax dues outstanding against the applicant concern or partners in case the applicant concern is a firm on the date of making the application.
- (g) The applicant should not be facing any investigation/inquiry for tax evasion on the date of making the application.
- (Declaration by the applicant in respect of fulfillment of clauses (d), (e), (f) and (g) as above needs to be enclosed with the application)
- (h) The decision of the Department as regards the empanelment of CAs will be final and binding,

Application Proforma

(To be enclosed with the application for empanelment as Special Auditors)

1. **Name of the applicant:**
2. **Complete Address of the applicant:**
3. **PAN of the applicant:**
4. **Details of the AO of the applicant:**
5. **Phone No. & Fax No. of the applicant:**
6. **Website address and email id of the applicant:**
7. **Details of all the Partners/proprietor of the applicant:**

Sr. No.	Name of the partner/ proprietor	PAN	Details of AO	Mobile no. & email id

8. Staff Strength and No. of CAs:

- i. Total Staff strength as on 31.03.2020:
- ii. Out of the above, staff strength continuously employed with applicant for at least last one year as on 31.03.2020.

Evidence in support of (i) and (ii) above	Enclose & mark as Annexure A
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iii. No. of CAs employed with the firm as on 31.03.2020:

- iv. Out of the above, number of CAs (other than partners/proprietor) working continuously with the applicant for at least last one year as on 31.03.2020:

Evidence in support of (iii) and (iv) above	Enclose & mark as Annexure B
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9. Minimum experience, empanelment with other Government Departments and details about outstanding work and suitability:

(a) No. of years of accountancy and auditing experience as on 31.03.2020 along with evidence.	No. of years: Enclose evidence and mark it as Annexure-C
(b) Is the applicant empanelled with any other Government agency?	Yes/ No If yes then specify details on separate sheet and enclose and mark as Annexure D

- (c) Please indicate any outstanding work done earlier as an empanelled auditor for the Income tax Department:

गुण अकिमत

Years in which Empanelled as an auditor	Outstanding work done

(d) Please indicate (in not more than 500 words) your suitability to be empanelled as a special auditor on separate sheet and mark it as Annexure-E.

10. Details of returns of income and gross professional receipts of the applicant:-

Has the applicant filed returns of income regularly up to A.Y. 2020-21?	Yes/ No

If yes then, the date of filing of return in the last 7 years	
AY 2014-15	
AY 2015-16	
AY 2016-17	
AY 2017-18	
AY 2018-19	
AY 2019-20	
AY 2020-21	

The amount of gross professional receipts from accountancy and auditing exclusively in the last 7 years along with evidences to be marked as Annexure-F.

FY	Gross professional receipts			Total
	from accountancy	from auditing	from accountancy and auditing	
2013-14				
2014-15				
2015-16				
2016-17				
2017-18				
2018-19				
2019-20				

Declaration to be enclosed by the applicant and marked as Annexure-O in respect of fulfillment of clauses (d),(e),(f) and (g) of this notice.

On behalf of the applicant _____ (name of the applicant),
 We/I, _____ (name of the proprietor/partner), in the capacity of partner/proprietor, am authorized to certify that all the above mentioned particulars are true and correct.

Seal of the applicant:

Date:

**Name(s) and signature(s) of the authorized person
 Designation of such authorized person(s)**

एन/ग निकाश