

GOVT. MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
(ACCOUNTS BRANCH)

1. The Additional Director (Admn.)
 2. The Medical Superintendent,
 3. All the HODs,
 4. The Deputy Controller (F&A),
 5. Assistant Controller (F&A)-I&II,
 6. Assistant Registrar (Academic),
 7. O.S.-E-I, E-II, E-III, E-IV, OS (Estate Br.), OS (HA-I), OS (HA-II),
 8. OS (Proc-I), OS (Proc-II), SO-I, SO-II, SO (A), SO (IAC), Legal Cell, RTI Cell.
 9. Nursing Supdt., Pharmacy Supdt., Librarian, Chief Dietician,
Supervisor Communication, DPE,
 10. PA to Director Principal
 11. College of Nursing
 12. **System Analyst, with the request to upload the same on GMCH Website.**
- Memo No. GMCH/AC(F&A)-I/DDO/2018/47358 -
Dated, Chandigarh the **14 NOV 2018**

Sub:- Deduction of Income Tax at Source(TDS) under Sub Section 1 of Section 192 of Income Tax Act, 1961 for the Financial Year 2018-2019 and Assessment Year 2019-2020.

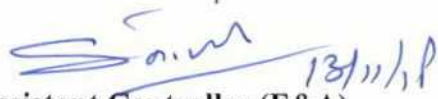
Reference to the subject cited above.

The Income Tax Department, Chandigarh Circle, on various occasions has drawn our attention and emphasized the need for deduction of Income Tax at Source on the estimated income of the employee, on proportionate basis from the salary of the staff under Sub Section 1 of Section 192 of Income Tax Act, 1961 followed by punitive action in case of non-compliance.

The Income Tax needs to be assessed by the faculty and other staff members of this institute for the financial year 2018-2019 and assessment year 2019-2020 so as to enable this office to deduct the Income Tax on the estimated income of the employee on proportionate basis. **The requisite proforma for declaring income from other sources and savings/proposed savings is attached herewith so as to enable the faculty/staff members (assessee) to fill the said proforma. This Performa is mandatory for all the Employees of GMCH, failing which tax will be deducted as per available record.**

You are, therefore, again requested to direct all the officers/officials working under your control, to fill up the requisite information, in the prescribed format (copy enclosed) and forward the same to the Accounts Branch **on or before 30th November, 2018 positively**, failing which this office will be constrained to deduct the advance payment of income tax so calculated on their respective income, without allowing the benefit of saving or otherwise. It may also be brought to the notice of all the concerned officers/officials that non-compliance shall attract penalty as well as prosecution proceeding under I.T.Act, 1961.

This may please be treated as 'MOST URGENT/DATE BOUND'.


Assistant Controller (F&A)
Govt. Medical College & Hospital,
Sector-32, Chandigarh.

GOVERNMENT MEDICAL COLLEGE HOSPITAL, SECTOR 32, CHANDIGARH
FORM FOR SUBMITTING PARTICULAR OF INCOME & SAVING PROOF FOR THE PURPOSE OF
CALCULATING INCOMETAX DURING THE FINANCIAL YEAR 2018-19

Name of the Officer/ official _____
 Designation _____
 Employee Code _____
 Residential Address _____
 Date of Birth _____
 Phone No. _____
 Permanent Account No. _____

- 1. SALARY INCOME** Rs. _____
 i. Employer Contributions toward N.P.S. Rs. _____
 ii. Honorarium/fees/Other allowances etc Rs. _____
2. Gross Salary Rs. _____
3. (i) LESS H.R.A. EXEMPTED Rs. _____
 Least of the following:
 i. Actual HRA received Rs. _____
 ii. Rent paid in excess of
 10% of salary Rs. _____
 40% of salary Rs. _____

Note: Attach Rent paid receipts of F.Y. 2018-19

Total Rs. _____

4. Net Salary (2-3) Rs. _____

Less Standard Deductions u/s 16(i)A Rs. - 40000/-

5. Income from House property : Rs. _____

- a. Rent received/ receivable/commercial property Rs. _____
 b. Less standard deduction @30% of the rent Rs. _____
 c. Less interest paid on borrowed capital for acquiring
 the said property during the F.Y 2018-19
House Building Loan (Interest Amount) Rs. _____
d. Education Loan (Interest Amount) Rs. _____

6. a. Income from other sources Rs. _____

b. Income from previous employer Rs. _____

7. Gross Total Income (4+5+6) Rs. _____

8. (i) Deduction under chapter VI A of income tax act (except 80C)

U/S 80CC Rs. _____
 U/S 80CCD/(NPS-Employer Share)Rs. _____
 U/S 80CCD 1B (upto Rs. 50000) Rs. _____
 U/S 80D Medclaim/Health InsuranceRs. _____
 U/S 80DD Rs. _____
 U/S 80DDB Rs. _____
 U/S 80E Rs. _____
 U/S 80TTA Rs. _____
 U/S 80U Rs. _____
 Total Deduction Rs. _____

9. Taxable Income
(7-8) rounded to Rs. _____
(nearest ten rupees)

10. SAVINGS U/S 80 C (Subject to a maximum of Rs.1, 50,000/-)

GPF	_____
NPS (Employee Contribution)	_____
GIS	_____
LIC	_____
ULIP	_____
NSC	_____
PPF	_____
Tuition Fee	_____
Tax Saving Bonds	_____
HBL Principal	_____
Tax saving mutual Fund	_____

Others, if any

i)	Rs. _____
ii)	Rs. _____
iii)	Rs. _____
Total	Rs. _____

11. **NET TAXABLE INCOME :**
(9-10) Rs. _____

12. i) Tax payable Rs. _____

ii) 4% Health & Educational cess on tax payable Rs. _____

iii) Total Income Tax Payable Rs. _____

Already deducted Rs. _____

iv) Tax to be paid Rs. _____

- i) That I will file the Income Tax return with Income Tax Department on or before due date as per Income tax rules.
- ii) I hereby declare that the information given above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.
- iii) I undertake to supply the documents in support of deductions/saving claimed above **before 30/11/2018** otherwise, office will be at liberty to deduct the Income Tax from salary without taking into account the relief in Income Tax on my proposed savings and I will have no objection to it.
- iv) **I shall be personally responsible for furnishing the false information(s) and concealment of previous income/other source income/non-submission of any document/any proofs in support of deductions claimed above.**

Signature _____
(Name _____)
DESIG. _____
BRANCH _____
Mobile No. _____

Dated:- _____.

RATES OF INCOME TAX IN THE CASE OF EVERY INDIVIDUAL

INCOME SLAB	RATES OF INCOME TAX
Up to Rs. 2,50,000/-	Nil
Rs.2,50,001 to Rs. 5, 00,000	5% of the amount by which the total income Exceeds Rs. 2,50,000
Rs. 5, 00,001 to Rs. 10, 00,000	Rs. 12,500 plus 20% of the amount by which the total income exceeds Rs. 5, 00,000
Rs. 10, 00,001 and above	Rs. 1,12,500 plus 30% of the amount by which the Total income exceeds Rs. 10, 00,000

4% Cess will be charged on above tax