

Sector 3, Dwarka, New Delhi - 110078

F.NO.14(186)/2015-16/ACCTTS/NSIT/ 186

Dated:27/09/2017

## CIRCULAR

As per the provisions of Income Tax Act 1961, any income chargeable under the head salaries is subject to deduction of tax at source at the appropriate to the estimated salary of the year after allowing the admissible deductions under relevant sections. Further, the orders on the subject stipulate that tax should be deducted proportionately by the DDO.

At present the tax is being deducted provisionally. All Faculties/Officers/ Officials are hereby requested to submit their saving details for the financial year 2017-18 in the prescribed format given overleaf on or before 15/10/2017 in Accounts Branch. Failing which Income Tax shall be worked out on the basis of information available and shall be deducted accordingly.

  
27/9/17  
**Drawing and Disbursing Officer**

Copy to:-

1. All HOD's, DR Academic /DR Admin./ Branch In-charges with the request to circulate it amongst the staff in their branch/section.
2. P.A to Registrar, NSIT
3. P.S to Director, NSIT

  
27/9/17  
**Drawing and Disbursing Officer**

# INCOME TAX INVESTMENT DECLARATION FORM FOR THE YEAR 2017-18

Name & Designation \_\_\_\_\_  
 Name of Department & Employee Code \_\_\_\_\_  
 PAN No. (Mandatory/ Compulsory to fill): (Please attach copy of PAN No. for updating record) \_\_\_\_\_  
 Mobile No. \_\_\_\_\_  
 Residential Address \_\_\_\_\_

## Details of investment for computation of Income Tax for the year 2017-18

S.no	Investment of Description	Section	Amount (Rs).
1.	<b>INVESTMENT UNDER SECTION 80C , 80CCA, 80CCB, 80CCD etc</b>		
	(A) CPF/ GPF:		
	(B) LIC LIFE INSURANCE PREMIUM DIRECTLY PAID BY EMPLOYEE		
	(C) PPF PUBLIC PROVIDENT FUND		
	(D) H.D.F.C LIFE INSURANCE PREMIUM DIRECTLY PAID BY EMPLOYEE		
	(E) ULIP 197 ULIP LINKED INSURANCE PLAN FROM UTI		
	(F) TUITION FEES PAID		
	(G) ANY OTHER ITEM		
2.	MEDICLAIM PREMIUM	80 D	
3.	EXPENDITURE ON HANDICAPPED DEPENDENTS	80 DD	
4.	MEDICAL EXPENSES	80 DDB	
5.	PERMANENT DESABILITY BENEFIT (SELF) (Attach Govt. Hospital Medical certificate	80 U	
6.	INTEREST ON EDUCATION LOAN (for self- education) - No Maximum Limit	80 F	
7.	DONATIONS	80 G	
8.	Interest earned in Saving Account	80 TIA	
	<b>Grand Total :-</b>		
	<b>Grand Total</b>		
9.	HOUSE RENT PAYMENT ( Relief provided against submission of lease agreement. Proof of ownership such as copy of share certificate issued by Co- op Housing Society of copy of properly tax bill of copy of monthly society charges Bill & copy of pan card landlord) etc.	10(13A)	
	<b>ANY OTHER INCOME - (ATTACH DETAIL)</b>		

I undertake that the proposed investment mentioned above will be completed and documentation in this regard will accordingly be submitted in Accounts Branch on before 31th of December 2017 for final computation of income tax for the year Financial year 2017-18.

**DATE :-**

**SIGNATURE**