

UTTAR BANGA KRISHI VISWAVIDYALAYA
PUNDIBARI: COOCH BEHAR: WEST BENGAL
PIN – 736165

COMPTROLLERS' DEPARTMENT.

From: Comptroller-in- Charge &
Assistant Auditor

Ref. No. UBKV/Comp-794/2024-25
Date: 16/12/2024

Notice

It is to notify that all employees, pensioners, family pensioners of the UBKV, including all outstation centres are requested to submit their respective income tax savings investment plan in annexed format for the financial year 2024-25, within 31st .December, 2024 positively.

In case of non-submission of requisite documents, the income tax liability of the concerned employees (Assesses under The Income Tax Act 1961) shall be assessed on the basis of the available records in the Comptroller's Office and necessary deduction on account of TDS (I. Tax) will be made accordingly from their monthly salary (u/s 15) without any further intimation. In this context, it is needed to say that if the Old Income Tax Regime cannot be chosen within 10th. May 2024 individually along with requisite declaration form annexed herewith, then the concerned employee will be individually assessed his/her Income tax TDS liabilities under the New Tax Regime for the AY 2025-26 by default (u/s 115BAC). Each assesses under old scheme are requested to submit Form 12BB (u/s 192 of Income Tax Act) to the Comptroller's Department for claiming deduction for HRA, LTC, Interest on House Building Loan, Tax Saving Claims/Deductions on eligible payments or investments for the purpose of calculating tax, within 31st .Dec'2024 mandatorily. Each assesses is further requested to link their ADHAAR with PAN (valid one only) within one week, otherwise his/her TDS assessment will be made at flat 20% on taxable income for the AY 2025-26. Evidence of such link should be submitted to the Comptroller's Department within Dec'2024.

It may also be noted that all the employees shall be required to submit the proof/ evidence of Tax saving investment pertaining to the F.Y. 2024-25, within 10th February 2025 positively.

Co-operation in this matter by all concerned is solicited.

S/d-
In- Charge,
Comptroller's Department

Enclosure: Declaration Form in case of choosing OLD Tax Regime
No. UBKV/Comp-794 /2024-25 dt. 16/12/2024

Copy forwarded for information and necessary action to the: -

(1) The Director of Research, UBKV, Pundibari. (2) The Director of Farms, UBKV, Pundibari. (3) The Director of Extension Education, UBKV, Pundibari. (4) The Dean, Faculty of Agriculture, UBKV, Pundibari. / The Dean, Faculty of Horticulture, UBKV, Pundibari. / The Dean, Faculty of Technology, UBKV, Pundibari. / The Dean, Post Graduate Studies, UBKV, Pundibari (5) The Dean, Students' Welfare, UBKV, Pundibari (6) The Associate Dean, College of Agriculture, Majhian, (7) The In-Charge, RRS, Terai Zone, UBKV, Pundibari / The In-charge, RRS, Hill Zone, UBKV, Kalimpong / The In-charge, RRS, OAZ, UBKV, Majhian, Dakshin Dinajpur, (8) The In-charge, RRSS, UBKV, Kharibari, / The In-charge, RRSS, UBKV, Manikchak, Malda/ The In-charge, RRSS, Hill Zone, UBKV, Pedong (9) The Deputy Registrar, UBKV, Pundibari. (10) The In-charge, Comptroller's Department, UBKV, Pundibari. (11) The Development Officer, UBKV, Pundibari. (12) The A.D.F., (Ag.) / The A.D.F. (Hort.), UBKV, Pundibari. (13) The In-charge, Work's Deptt., UBKV, Pundibari. (14) The In-charge, Central Library, UBKV, Pundibari. (15) The Medical Officer, UBKV, Pundibari. (16) The Assistant Registrar, UBKV, Pundibari. (17) The V.C's Secretariat, UBKV, Pundibari. (18) The Caretaker, UBKV, Pundibari (19) The Security In-charge, UBKV, Pundibari, (27) The P.A. to Registrar, UBKV, Pundibari (28) The Camp Office, UBKV, Kolkata (29) Notice Board: Office (30) University Website (31) Office Copy.

Arnob Ghosh

(ARNAB GHOSH)
ICD & AA,UBKV



UTTAR BANGA KRISHI VISWAVIDYALAYA
PUNDIBARI : COOCH BEHAR, WEST BENGAL

DECLARATION FOR PROPOSED INCOME TAX SAVINGS INVESTMENTS AND OTHER INFORMATION
FOR THE FINANCIAL YEAR 2024-25

Employee Name: PAN: Designation:

Department: Status (Male/Female/Retired/Senior Citizen): [M / F/R/S]

Mobile No E-mail Address:

Choose the option and tick OLD/NEW regime method for computation of income tax for F.Y.2024-25

In case one opts for NEW regime, no need to fill up the date for proposed savings as listed below.

* Proposal for tax saving investments for F.Y.2024-25 need to be filled up only for OLD regime option.

1 Rent payable as tenant _____ per annum

(Attachment Of original Rent Bill for any one month of FY 2024-25 and photocopies of PAN Card of the Landlord are mandatory, if annual payable rent is **more than One Lakh** attach attested photocopies of agreement between Landlord and Tenant too)

2 National savings Certificate _____ 3. Interest from National Savings Certificate: _____

4. Recovery of H.B.L a) Interest _____ b) Principal _____

House Building Loan (Max. ded. for H.B.L Interest (for const./new pur. of self occupied house property) is Rs.2 lakh only

5 Interest from Savings Account(s): _____ 6. Interest from any other source (Except Sl.No.3 & 5): _____

7 Income from other source (except Sl.No. 3, 5 and 6) : _____

Sl. No.3, 5, 6 and 7 are optional

8. L.I.C Premium : _____ 9. P.P.F: _____ 10: P.L.I Premium: _____

11. ULIP Premium, _____ 12. E.L.S.S. _____

13 Tax Savings Term Deposit: _____

14. Tuition Fees: _____ (allowable for Maximum Two dependent Children)

15. L.I.C. Premium for Pension Fund: _____ 16. Sukanya Samridhi Yojana for Girl Child: _____

17: Any other Investment (Please Specify) _____

N.B Maximum exemption limit 150000/- for Sl.No.2 to 17 including PF and GSLI except recovery of interest on H.B. Loan and Sl.No. 5 to 7. [u/s 80C, 80CCC, 80CCO(1)]

18 National Pension Scheme (NPS) _____ (maximum eligible Exemption Limit '50,000/-) [U/S 80CCD(1B)]

19. Premium fr Medical Insurance: (a) self _____ (b) Parents _____ (U/S 80D)

[Please see overleaf]

20. Expenditure for disabled dependent _____ Attachment of Disability Certificate mandatory. (U/S 80DD)
21. Expenditure for Special Ailment of Self/Dependent _____ Attachment of Certificate is mandatory (U/S 80DDB)
(rule 11DD of Income Tax Rules)
22. Interest on repayment of Higher Education Loan _____ (U/S 80E)
23. Deduction for self disability _____ Attachment of Disability Certificate is mandatory.(U/S 80U)
24. Additional Deduction on interest of Housing Loan (U/S 80EE/ SOEEA) _____ (AllowAble as per IT rules)

DECLARATION:

I, the undersigned, declare that I am responsible to produce the relevant documentary evidences in support of my above slated income tax saving proposals in time, as and when it is asked for by my employer. If I fail to produce the relevant documentary evidences in support of my income tax saving proposals, and as a result any income tax liability is arisen, I shall have no objection to the recovery of all such income tax liability along with interest by my employer form my monthly salary at a time.

Full Signature: _____

Dated: _____