

**UTTAR BANGA KRISHI VISWAVIDYALAYA**  
**PUNDIBARI: COOCH BEHAR: WEST BENGAL**  
**PIN – 736165**  
**COMPTROLLERS' DEPARTMENT.**

From: Comptroller-in- Charge &  
Assistant Auditor

(NOTICE)

**Notice Ref. No. UBKV/COMP/TDS ID/490 /2023-24**

**Dt.26/12/2023**

It is being notified that all concerned Teaching Staffs, Non- Teaching Staff, and Officers of the University are requested to submit their final tax planning proposals for the Assessment year 2024-25 (Previous Year 2023-24) in a view to calculate final TDS liability of. Income Tax in connection with the Previous Year 2023-24. **Last date of submission of such final tax planning proposal to the Comptroller's Department is 10<sup>th</sup> January, 2024.** All concerned employee of the University may inform such information through e-mail address: [bhowmickmanik@gmail.com](mailto:bhowmickmanik@gmail.com). **Otherwise it may be sent to the Gautam Dutta, Comptroller's Department either by hand/ registered post or at mail gautam555dutta@gmail.com within 10<sup>th</sup> January'2024 positively.**

All concerned are further requested to mention the scheme of options (New Regime/Old Regime), as proposed by the related Finance Bill of GOI., applicable for the FY 2023-24. It is very much essential for finalising TDS liability (U/S 92/92A) of each concerned assesses in connection with the previous year 2023-24.

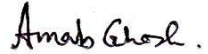
It is needed to mention that in case of exercising old tax regime option, all related self- attested evidential documents against any deduction claims [e.g., Sec10(10), Sec 24(b), Deduction under Chapter VI, Sec 16(i)- (iii) etc. of I. Tax Act 1961] will have to be positively submitted to the Comptroller's Department within 15<sup>th</sup>.Apr'2024.

Your cordial cooperation in this regard is solicited.

S/d-  
In-Charge,  
The Comptroller's Department,  
& Assistant Auditor, UBKV

Copy to:

- i) Vice Chancellor Secretariat, Administrative Building, UBKV -Main Campus, Pundibari-736165
- ii) The Registrar, UBKV, Administrative Building, UBKV -Main Campus, Pundibari-736165
- iii) Dean of Agriculture Faculty/ Dean of Horticulture Faculty/Dean of Technology Faculty, UBKV -Main Campus, Pundibari-736165
- iv) Dean (PGS)/DSW/Deputy Registrar-Exam. UBKV -Main Campus, Pundibari-736165
- v) Director of Research & Development, UBKV, Seed Testing Laboratory Building, Pundibari-736165
- vi) Director of Extension Education, UBKV, ATIC Building, Pundibari-736165
- vii) Director of Farms, Central Farm Building, UBKV -Main Campus, Pundibari-736165
- viii) Associated Dean of COA, RRS(OAZ) Campus, Majhian, Patiram, Dakshin Dinajpur, WB
- ix) In- Charge, RRS-(TZ), UBKV -Main Campus, Pundibari-736165/ In- Charge, RRS-(HZ), RRS(HZ) Campus, Kalimpong, WB / In- Charge, RRS-(OAZ), UBKV-RRS(OAZ) Campus, Majhian, Patiram, Dakshin Dinajpur, WB
- x) In- Charge, RRSS (TZ), Kharibari, Darjeeling/ In- Charge, RRSS (HZ), Pedong, Kalimpong, WB/ In- Charge, RRSS (OAZ), Manikchawak, Malda, WB
- xi) University Engineer, Works Department, UBKV -Main Campus, Pundibari-736165
- xii) In- Charge, Central Library, UBKV -Main Campus, Pundibari-736165

  
In-Charge,  
The Comptroller's Department,  
& Assistant Auditor, UBKV