

Notice
DAC/N-101/2020-21, dated 08.02.2021

All the members of Teaching and Non-Teaching staff are requested to kindly note that the tax-saving instruments (documents) for the Financial Year 2020-21 will be accepted in online mode only.

For this purpose, an appropriate portal has been developed. All are requested to make the scanned copies in pdf format (<400 KB) of the tax-saving documents ready for uploading on the appropriate portal for calculation of Income Tax liabilities of the individual employees.

All are requested to kindly scan the following documents in pdf format (<400 KB) (as applicable for individual employees) so that the uploading process can be completed latest by 18th February, 2021. The 'SYSTEM' is likely to be made available on or before 12.02.2021. Employees opting for New Tax Regime may not upload the documents. A list of documents (if applicable) is provided for ready reference of all concerned:

S/N	Nature of Tax saving Instruments (documents)	Documents Required/ Not Required
1	Rent receipt (For those who lives in rented house)	Required
2	Provisional Certificate for House Building Loan (mentioning Principal Amount and interest separately for the current Financial Year)	Required
3	Income from other sources	Not Required
4	Interest on NSC (Calculated by self, including and excluding interest on maturity)	Not Required
5	NSC certificate/s (if purchased in the current Financial Year)	Required
6	All LIP Receipt/s (mentioning Name of Proposer, Sum Assured, Policy No. etc.)	Required
7	Deposit slip of PPF (mentioning Account No. and Name)	Required
8	Others documents (if any) for claiming deduction under Section 80C & 80CCC. Ex. ULIP/Tuition Fees/ELSS/Contribution to Pension Fund etc.	Required
9	National Pension Scheme(NPS) (For claiming deduction under Section 80CCD)	Required
10	Mediclaim Policy Premium Receipts (mentioning Name of Issuing Co., Policy No. etc.) and/or Bills of Preventive Health Check-Up	Required
11	Doctor's prescription for Medical treatment of specified disease (For claiming deduction under Section 80DDB)	Required
12	Receipt of donation made (if any) (For claiming deduction under Section 80G, mentioning 100% or/and 50%).	Required
13	Relevant Certificate from competent authority regarding 'disability' certifying the % of disability	Required

Principal
Dinabandhu Andrews College