

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
OFFICE OF THE COMMISSIONER OF EXCISE, ENTT. & L. TAX DEPTT.  
L & N BLOCK I.P. ESTATE: VIKAS BHAWAN, NEW DELHI

No. F.Ex/Accts/Income Tax/2017-18/161

Dated: 8/11/17

**CIRCULAR**

Subject: Details of Savings and deductions of Income-Tax for the Financial Year 2017-18.

All the officers/ officials whose Gross Income is taxable during the year 2017-18 are requested to kindly intimate their savings made/ to be made during this financial year 2017-2018 in addition to their savings as per the PBR. This information may please be sent to the under-signed latest by 20-11-2017 positively, in the enclosed Performa, failing which the Income-Tax at the prevailing rates for the Financial Year 2017-2018 shall be calculated and recovered, as per the savings available from the PBR.

*LLS*  
06/11/17  
Drawing and Disbursing Officer

Encl: Performa attached

Copy forwarded for information and necessary action to:

1. PS to Commissioner
2. PA to DC (Excise-I)
3. PA to DC (Excise-II)
4. All AC's: IMFL/CL/CTB/Admin/R&I/Permit/HC/Restt/M&TP/Confiscation/EIB with the request to bring this circular in the notice all staff under their control
5. ETO/LTO.
6. Sr. S.A.
7. All Officers/ Officials working on diverted capacity.
8. Website of Excise Deptt. GNCTD.
9. Notice Board for information of all the concerned.
10. Guard file.

**FORM NO.12BB**

(See rule 26C)

1. Name and address of the employee:	
2. Permanent Account Number of the employee:	
3. Financial year:	

**Details of claims and evidence thereof**

SI No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) Permanent Account Number of the landlord  Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2	Leave travel concessions or assistance		
3	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) Permanent Account Number of the lender (a) Financial Institutions(if available) (b) Employer(if available) (c) Others		
4	Deduction under Chapter VI-A (A) Section 80C, 80CCC and 80CCD (i) Section 80C (a) ..... (b) ..... (c) ..... (d) ..... (e) ..... (f) ..... (g) ..... (ii) Section 80CCC (iii) Section 80CCD (B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A. (i) section..... (ii) section..... (iii) section..... (iv) section..... (v) section.....		

**Verification**

I,....., son/daughter of..... do hereby certify that the information given above is complete and correct.

Place.....	(Signature of the employee) Full Name
Date.....	
Designation .....	