

राजस्थान सरकार  
वित्त (कोष एवं लेखा) विभाग

क्रमांक: एफ.5(थ-75)डीटीए/IFMS/R-ITMS-III/ 6186  
विभागाध्यक्ष  
समस्त।

दिनांक 05/11/2026

विषय:- R-ITMS का उपयोग सुनिश्चित करने बाबत।

महोदय,

उपरोक्त विषयान्तर्गत राजस्थान एकीकृत कर प्रबन्धन प्रणाली (R-ITMS) के अन्तर्गत राज्य सरकार के कार्मिकों को भुगतानों से संबंधित आयकर कटौती, प्रोजेक्शन्स, Declarations, 24Q जनरेशन, कोषालय व आहरण वितरण अधिकारियों से संबंधित आयकर प्रावधान वित्त (वित्तीय नियम) विभाग के परिपत्र क्रमांक एफ.5(थ-75)कोष/IFMS/R-ITMS-III/6640-6661 दिनांक 03.02.2025 द्वारा एवं पेंशनर्स IT-TDS, Vendor IT-TDS एवं GST-TDS से संबंधित विभिन्न प्रावधान वित्त विभाग के परिपत्र क्रमांक F.1(4)FD/GF&AR/2006/Part दिनांक 15.07.2025 द्वारा लागू किए गए हैं।

R-ITMS के यूजर डेटा से जानकारी में आया है कि अधिकांश आहरण वितरण अधिकारियों एवं कोषाधिकारियों द्वारा IT-TDS, Vendor IT-TDS एवं GST-TDS से संबंधित कार्यों एवं रिटर्न जनरेशन हेतु R-ITMS का उपयोग नहीं किया जा रहा है जिससे R-ITMS प्रभावी किए जाने का उद्देश्य पूर्ण नहीं हो रहा है।

अतः आपसे अनुरोध है कि आपके अधीनस्थ सभी आहरण वितरण अधिकारियों को IT-TDS, Vendor IT-TDS एवं GST-TDS से संबंधित कार्यों के लिए R-ITMS का पूर्ण उपयोग किए जाने हेतु निर्देशित करने का श्रम करावें।

R-ITMS के लिए Subscription लिए जाने के लिए प्रावधान R-ITMS पोर्टल पर उपलब्ध है। आहरण वितरण अधिकारियों द्वारा R-ITMS का Subscription लिए जाने पर मुख्यतया: निम्नांकित सुविधाएँ R-ITMS टीम द्वारा उपलब्ध करवायी जायेगी :-

1. IT-TDS, Vendor IT-TDS एवं GST-TDS से संबंधित रिटर्न (24G, 24Q, 26Q, GSTR-7) तैयार कर इनकम टैक्स पोर्टल पर फाईल करना।
2. इनकम टैक्स विभाग से प्राप्त Notices का प्रतिउत्तर तैयार कराना, रिवाइज्ड रिटर्न फाईल करना।
3. IT-TDS, Vendor IT-TDS एवं GST-TDS के संबंध में वर्चुअल हैल्प उपलब्ध करवाना।

आहरण वितरण अधिकारियों के लिए R-ITMS का Subscription लिए जाने पर R-ITMS टीम द्वारा उपलब्ध करवायी जाने वाली सेवाओं का विस्तृत विवरण परिशिष्ट-'अ' पर एवं Subscription मॉड्यूल का यूजर मैनुअल परिशिष्ट-'ब' पर संलग्न है।

R-ITMS के लिए तकनीकी सहयोग Helpline no. 9667041042 एवं ई-मेल आई.डी. support.ritms@rajasthan.gov.in पर उपलब्ध रहेगा।

संलग्न:- उपरोक्तानुसार

भवद्वीया  
(संध्या शर्मा)  
निदेशक एवं पदेन  
संयुक्त शासन सचिव

ए-ब्लॉक, वित्त भवन, ज्योति नगर, जनपथ, जयपुर

Website - dta.rajasthan.gov.in

e-mail Id- Jdb-ta-rj@nic.in

Fax - 2742309, Tel- 0141-2743752

क्रमांक: एफ.5(थ-75)डीटीए/IFMS/R-ITMS-III/ 6187-90 दिनांक 05/11/2026

प्रतिलिपि: निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. संयुक्त निदेशक (कम्प्यूटर सैल) वित्त विभाग, शासन सचिवालय, जयपुर को वित्त विभाग की साईट पर अपलोड करने हेतु।
2. कोषाधिकारी समस्त, राजस्थान को Tax caculation एवं Return generation का कार्य R-ITMS के माध्यम से सुनिश्चित किए जाने हेतु।
3. श्रीमती संतोष चेची, सहायक निदेशक एवं नोडल अधिकारी R-ITMS
4. श्रीमती प्रीति सुरोलिया, महाप्रबन्धक तकनीकी, RISL योजना भवन, जयपुर।

  
अतिरिक्त निदेशक एवं पदेन  
परियोजना निदेशक (IFMS)

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ए-ब्लॉक, वित्त भवन, ज्योति नगर, जनपथ, जयपुर

Website - [dta.rajasthan.gov.in](http://dta.rajasthan.gov.in)

e-mail Id- [jdb-ta-rj@nic.in](mailto:jdb-ta-rj@nic.in)

Fax - 2742309, Tel- 0141-2743752

Subscription facility for R-ITMS is available on R-ITMS. On subscription by a DDO following services will be provided by R-ITMS team-

1. E-TDS return preparation and electronic filing on Income Tax Portal :-The RITMS team will process, generate, and upload the return on behalf of the DDO/TO.
2. GST-TDS return preparation and electronic filing on GST Portal :-The RITMS team will process, generate, and upload the GST-TDS return on behalf of the DDO/TO.
3. Identification and Generation of revised and correction returns within the stipulated time:-The RITMS team will handle the processing and filing of the revised or correction returns.
4. Virtual compliance management for IT and GST justification reports and statutory notices:- The RITMS team will provide virtual assistance to the DDO/TO for compliance of any notices received during the subscribed period.
5. To perform Traces & GST related activity like generation of TDS Certificate & TRACES Justification Reports for mismatch or short deduction notices etc.
6. Prepare and submit necessary MIS as per the requirement from time to time and facilitate generation of reports
7. TDS compliances of Queries/show-cause notice (except personal hearings) by the Income Tax Department & GST pertaining to TDS till contracted terms.
8. Virtually attending to queries, communications and complaints from offices of the Government and responding the same.
9. In case of any delay for TDS compliance on part of technology partner of R-ITMS, Interest/penalty cost on account of delay/non-compliance shall be borne by technology partner of R-ITMS. Timely availability and verification of data to be ensured by DDO/ TO.

# RITMS SUBSCRIPTION PROCESS

## Subscription Overview

In the TDS Return section for the DDO, a new tab labeled "**Subscribe**" has been introduced on the left sidebar. This section provides detailed information regarding the subscription process and deductor details.

**DEPARTMENT OF FINANCE**  
 Government of Rajasthan  
 Integrated Tax Management System

HELP DESK : [helpdesk.ritms@rajasthan.gov.in](mailto:helpdesk.ritms@rajasthan.gov.in) : 9667041042

FY : 25-26 IT TDS

JDHA01864CT38  
 MUKUL THUKRAL

- Deductors
- Dashboard
- Return
- Transactions
- Challan
- Reports & Download
- Form 16
- Subscribe
- Correction
- Settings

### Deductor Details

TAN No.: JDHA01864C Client Name: ADDITIONAL DIRECTOR GEOLMINES GEOLOGY Department ID/Code: 60 Department Name: N/A Pin Code: 999990

### User Details

User Name: MUKUL THUKRAL Employee Code: RJJP20220000010

Quarter from where service will be considered to start is as follows

Quarter	Subscription Onboarding date (i.e Bill/Challan Date for Subscription amount)	Quarter from where service will be considered to start
Q1 (April-June)	Subscribed till 15th May	Q1
	Subscribed after 15th May	Q2
Q2 (July-Sep)	Subscribed till 15th August	Q2
	Subscribed after 15th August	Q3
Q3 (Oct-Dec)	Subscribed till 15th November	Q3
	Subscribed after 15th November	Q4
Q4 (Jan-March)	Subscribed till 15th February	Q4
	Subscribed after 15th February	Closed for subscription for current FY. Can subscribe for next FY

### Subscription Details

#### Subscription Services

1. E-TDS return preparation and electronic filing on Income Tax Portal  
The RITMS team will process, generate, and upload the return on behalf of the DDO/TO.
2. GST-TDS return preparation and electronic filing on GST Portal  
The RITMS team will process, generate, and upload the GST-TDS return on behalf of the DDO/TO.
3. Identification and Generation of revised and correction returns within the stipulated time

Do you want to subscribe

Proceed for Subscription

## Subscription Details

Within the "Subscribe" tab, users will find the subscription-related information and the eligible quarter for which DDO can subscribe to the RITMS services.

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FY : 25-26 IT TDS

JDHA01822CT41  
 MUKUL THUKRAL

- Deductors
- Dashboard
- Return
- Transactions
- Challan
- Update Ackn.
- Reports & Download
- Form 16
- Subscribe
- Correction

### Subscription Services

1. E-TDS return preparation and electronic filing on Income Tax Portal  
The RITMS team will process, generate, and upload the return on behalf of the DDO/TO.
2. GST-TDS return preparation and electronic filing on GST Portal  
The RITMS team will process, generate, and upload the GST-TDS return on behalf of the DDO/TO.
3. Identification and Generation of revised and correction returns within the stipulated time  
The RITMS team will handle the processing and filing of the revised or correction returns.
4. Virtual compliance management for IT and GST justification reports and statutory notices  
The RITMS team will provide virtual assistance to the DDO/TO for compliance of any notices received during the subscribed period.
5. To perform Traces & GST related activity like generation of TDS Certificate & TRACES Justification Reports for mismatch or short deduction notices etc.  
The RITMS team will download and generate Form 16, Justification Reports, etc., from the TRACES portal. The DDO/TO will share credentials and OTPs if required.
6. Prepare and submit necessary MIS as per the requirement from time to time and facilitate generation of reports.
7. TDS compliances of Queries/show-cause notice (except personal hearings) by the Income Tax Department & GST pertaining to TDS till contracted terms.
8. Virtually attending to queries, communications, and complaints from offices of the Government and responding the same.
9. In case of any delay for TDS compliance on part of technology partner of R-ITMS, interest/penalty cost on account of delay/non-compliance shall be borne by technology partner of R-ITMS. Timely availability and verification of data to be ensured by DDO/ TO.

### Annual Subscription Charges

R-ITMS Charges (including GST)	RISL Charges @ 6%	GST on RISL @ 18%	Total Estimate INR (Round off)
₹12602.40	₹756.14	₹136.11	₹13495.00

Estimated Expenditure of 1 Quarter for FY 2025-26 as on 11-Dec-2025

## Subscription Process

- Upon clicking the "Proceed for Subscription" button, a popup window will appear requesting the user to input their current annual CA charges for IT & GST services.
- Note: This field is mandatory. You will only be allowed to proceed if the entered CA charges exceed the annual RITMS subscription charges.

The screenshot shows the RITMS interface with a modal window open. The modal title is "Existing annual CA Charges for IT & GST services (in ₹)". It contains the following fields and options:

- Are you currently using CA services for IT & GST TDS Compliances: Yes (selected)
- Existing Annual CA charges (in ₹): 0
- Last TDS Return Filed (Quarter): Select Quarter
- Last GST Return Filed (Month): Select Month
- Last 24G Return Filed (Month): Select Month
- Confirmation checkbox:  I have understood the service timeline and I hereby confirm that estimated expenditure for services related to IT-TDS and GST-TDS returns from external agency exceeds the RITMS subscription charges (₹13495.00 per year) and I need assistance for the above-mentioned services.

Buttons: Close, Subscribe

If DDO is not availing to any CA services, then select "No" from drop down.

The screenshot shows the RITMS interface with a modal window open. The modal title is "Existing annual CA Charges for IT & GST services (in ₹)". It contains the following fields and options:

- Are you currently using CA services for IT & GST TDS Compliances: No (selected)
- Existing Annual CA charges (in ₹): (empty)
- Last TDS Return Filed (Quarter): Select Quarter
- Last GST Return Filed (Month): Select Month
- Last 24G Return Filed (Month): Select Month
- Confirmation checkbox:  I acknowledge that I require assistance for the above-mentioned services and wish to proceed with the RITMS subscription.

Buttons: Close, Subscribe

- After successful validation, the next screen will display the subscription charges applicable for the remaining quarters. (based on date when DDO is coming to subscribe to RITMS services) Once confirmed, the user may proceed to generate a subscription request.

The screenshot displays the 'Submission preview' window in the RITMS system. The window is titled 'Submission preview' and contains the following information:

- DDO Id:** 22255
- DDO Name:** OFFICE OF THE COMMANDANT 8TH BN RAC IR GAZIPUR DELHI
- R-ITMS Charges (Q4):** ₹3150.60 (including GST)
- RISL Charges @ 6% (Q4):** ₹189.04
- GST on RISL @ 18% (Q4):** ₹34.03
- Total Estimate (Q4) (round off):** ₹3374.00

Below the charges, there is a 'Remark' text area and an 'Upload File (\*.pdf)' section with a 'Choose a file' button. At the bottom right of the preview window, there are two buttons: 'Generate Request' and 'Cancel'. The background shows the 'Deductor Details' and 'Subscription Details' sections of the application.

## Generating the Request

Once the request is raised, a confirmation screen will appear showing the Request ID along with a downloadable PDF that includes the subscription details.

## Estimate for Subscription Charges towards TDS compliance services through R-ITMS

Request ID: RQ2500000000442

Request Date: 11-Dec-2025

### DDO Details

Sr No	DDO TAN	DDO Code	DDO Name
1	JDHA01822C	17938	ASSISTANT ENGINEER P.W.D. SUB. DIV. MAVLI

### Request Details

Sr No	Service Description	Service Quarter	Amount per Quarter (Including GST)	Total Amount
1	TDS Compliance Service	Q4	₹3150.60	₹3150.60
(+) RISL Service Charges @ 6%				₹189.04
(+) GST on RISL Service Charges @ 18%				₹34.03
<b>Total Estimated Amount (Round Off)</b>				<b>₹3374.00</b>

#### Account details in which subscription amount is to be transfered

**Account Name:** RajComp Info Services Limited

**PD Account No:** 592

**Budget Head:** 8443-00-106-00-00

**PAN No:** AAFCR2556N

Challan/Bill for payment must be uploaded on RITMS portal on or before cut-off date for the quarter (i.e, 15-Feb-2026) After the cut-off date, this subscription request will auto cancel.

*This is a system generated Estimated Amount*

## Updating Payment Details

After generating the request, click the **"Update Payment Details"** button will be visible in the "Subscribe" tab. Clicking this button opens a drawer where the user must enter the relevant payment information.

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Integrated Tax Management System

HELP DESK : [helpdesk.ritms@rajasthan.gov.in](mailto:helpdesk.ritms@rajasthan.gov.in) : 9667041042

FY: 25-26 | IT TDS

JDHA01822CT41  
MUKUL THUKRAL

**Deductor Details**  
 TAN No.: JDHA01822C | Client Name: ASSISTANT ENGINEER P.W.D. SUB. DIV. MAVLI | Department ID/Code: 65 | Department Name: N/A | Pin Code: 313200

**User Details**  
 User Name: MUKUL THUKRAL | Employee Code: RJP202200000010

Quarter from where service will be considered to start is as follows

Quarter	Subscription Onboarding date (i.e Bill/Challan Date for Subscription amount)	Quarter from where service will be considered to start
Q1 (April-June)	Subscribed till 15th May	Q1
	Subscribed after 15th May	Q2
Q2 (July-Sep)	Subscribed till 15th August	Q2
	Subscribed after 15th August	Q3
Q3 (Oct-Dec)	Subscribed till 15th November	Q3
	Subscribed after 15th November	Q4
Q4 (Jan-March)	Subscribed till 15th February	Q4
	Subscribed after 15th February	Closed for subscription for current FY. Can subscribe for next FY

**Subscription Details**

**Subscription Services**

- E-TDS return preparation and electronic filing on Income Tax Portal  
The RITMS team will process, generate, and upload the return on behalf of the DDO/TO.

ID: RQ2500000000441 | Date: 11 Dec 2025 | Amount: ₹3374.00 | Department: Public Works Department, Jaipur (65)

Pending for Payment [Update Payment Details](#) [Cancel](#)

Challan/Bill for payment must be uploaded on RITMS portal on or before cut-off date for the quarter (i.e, 15-Feb-2026) After the cut-off date, this subscription request will auto cancel.

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HELP DESK : [helpdesk.ritms@rajasthan.gov.in](mailto:helpdesk.ritms@rajasthan.gov.in) : 9667041042

Form 24Q | Q3 | 25-26

**Request Details**

Request id : RQ2500000000440 | Request Date : 10-Dec-2025  
 Estimated Amount : ₹3374.00 | Attached File : N/A  
 Request Remark : N/A

Estimated Summary : est\_1012\_5823025

**Additional Details**

Annual CA Charges : ₹0 | Last TDS Return Filed (Quarter) : N/A  
 Last GST Return Filed (Month) : N/A | Last 24G Return Filed (Month) : N/A

**Payment Details**

Bill/Challan Number\* | Bill/Challan Date\*  
 |

Bill/Challan Amount\*

Payment Remark

Upload Bill/Challan Copy (\*pdf)\*

[Update](#) [Cancel](#)

**Annual Subscription Charges**

R-ITMS Charges (including GST)	₹12602.40	RISL Charges @ 6%	₹756.14
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**Estimated Expenditure of 1 Quarter for FY 2025-26 as on 10-Dec-2025**

R-ITMS Charges (including GST)	₹3150.60	RISL Charges @ 6%	₹189.04
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Estimated Expenditure for 1 Quarter left for current FY 2025-26 starting from 10-Dec-2025 (Q4) is 3374.00

ID: RQ2500000000440 | Date: 10 Dec 2025 | Amount: ₹3374.00

Pending for Payment

\*\* This subscription request will remain valid until the applicable cut-off date for this quarter (i.e, 15-FEB-2026). Payment r

Once the details are filled in, clicking the **"Update"** button will submit the request for admin approval.

# Activation of Subscription

As soon as the admin approves the request, the subscription will be activated, granting the user access to all applicable services mentioned under the subscription plan.

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HELP DESK : [helpdesk.ritms@rajasthan.gov.in](mailto:helpdesk.ritms@rajasthan.gov.in) : 8867041042 FY: 25-26 IT TDS

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MUKUL THAKRAL

### Subscription Services

- E-TDS return preparation and electronic filing on Income Tax Portal**  
The RITMS team will process, generate, and upload the return on behalf of the DDO/TO.
- GST-TDS return preparation and electronic filing on GST Portal**  
The RITMS team will process, generate, and upload the GST-TDS return on behalf of the DDO/TO.
- Identification and Generation of revised and correction returns within the stipulated time**  
The RITMS team will handle the processing and filing of the revised or correction returns.
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The RITMS team will provide virtual assistance to the DDO/TO for compliance of any notices received during the subscribed period.
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The RITMS team will download and generate Form 16, Justification Reports, etc., from the TRACES portal. The DDO/TO will share credentials and OTPs if required.
- Prepare and submit necessary MIS as per the requirement from time to time and facilitate generation of reports.**
- TDS compliances of Queries/show-cause notice (except personal hearings) by the Income Tax Department & GST pertaining to TDS till contracted terms.**
- Virtually attending to queries, communications, and complaints from offices of the Government and responding the same.**

### Annual Subscription Charges

R-ITMS Charges (including GST)	RISL Charges @ 6%	GST on RISL @ 18%	Total Estimate INR (Round off)
₹12602.40	₹756.14	₹136.11	₹13495.00

### Estimated Expenditure of 1 Quarter for FY 2025-26 as on 10-Dec-2025

R-ITMS Charges (including GST)	RISL Charges @ 6%	GST on RISL @ 18%	Total Estimate INR (Round off)
₹3150.60	₹189.04	₹34.03	₹3374.00

Estimated Expenditure for 1 Quarter left for current FY 2025-26 starting from 10-Dec-2025 (Q4) is 3374.00

ID: RQ250000000440	Date	Amount	Department	<a href="#">Show Details</a>
<span>Pending for Approval</span>	10 Dec 2025	₹3374.00	Police Department, Jaipur (69)	