

INDIAN COUNCIL OF MEDICAL RESEARCH
BILL SECTION

Circular

Dated: 25.08.2025

Sub.: Submission of Declaration form for the Financial year 2025-26. Assessment Year 2026-27.

All Officers/Staff are hereby informed that Declaration Form for half yearly Income Tax Calculation purpose for the financial year 2025-26 is made available on ICMR website. All Officers/Staff of ICMR are hereby requested to send duly completed Declaration form with details about Income/Savings/Investments to Bill Section on or before **12.09.2025** for calculation of I.Tax.

Further, there are two different options available to Assesses to select whether he/she wish to get calculation done in **Old Tax Regime or New Tax Regime**.

It is requested to submit self-attested copies of savings/contributions/investments made by staff (as mentioned in Declaration form) to Bill Section by 31.01.2026. In case, no self- attested copies are received by 31.01.2026, it will be assumed that no savings/investments/contributions are made and also tax will be calculated without considering Investment/Savings declared.

THOSE WHO DID NOT SUBMIT THEIR INCOME TAX DECLARATION FORM, THE TAX WILL BE DEDUCTED AS PER NEW TAX REGIME.



(Pradeep Chaudhry)
Drawing & Disbursing Officer

ISRM Division: You are requested to upload the Income Tax declaration form on ICMR website please (Enclosed herewith)

Copy to:

**All Divisions/Section
Notice Board, ICMR**

INDIAN COUNCIL OF MEDICAL RESEARCH
ANSARI NAGAR, NEW DELHI

Declaration Form for the purpose of Income Tax
for the Financial Year **2025-26** (Assessment Year **2026-2027**)

Emp.ID:

NAME:

DEPARTMENT:

Sr. Citizen: Yes/No

DESIGNATION: PAN NO.:

Tax Calculation (please tick one option) ☐ **Old Tax Regime** ☐ **New Tax Regime**

| DETAILS OF CLAIMS AND EVIDENCE THEREOF | | | |
|--|---|--------------|----------------------|
| SLN o. | Nature of Claim | Amount (Rs.) | Evidence/particulars |
| (1) | (2) | (3) | (4) |
| 1. | House Rent Allowance: Rent paid to the Landlord Name of the Landlord Address of Landlord Permanent Account Number or Aadhaar Number of the Landlord (Note: Permanent Account Number or Aadhaar 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: Interest payable/paid to the lender Name of the lender Address of the lender Permanent Account Number or Aadhaar Number of the Lender Financial Institutions (if available) Employer (If available) Others | | |
| 4 | Deduction under Chapter VI-A Section 80C, 80CCC and 80CCD Section 80C (a) (b) © (d) (e) (f) (g) Section 80CCC | | |

| | | |
|--|--|--|
| <p>Section 80ccD</p> <p>Other sections (e.g. 80D, 80 DD, 80E, 80G, 80U, 80EEB, 80GG, 80TTA, etc.) under chapter VI-A</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> <p>Section.....</p> | | |
|--|--|--|

Verification

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

The self-attested documentary proof for claiming the benefits of various savings / investments already made or likely to be made, will be submitted by **31st January, 2026**, failing which the tax may be recovered from me by nullifying the savings / investments stated in declaration form.

In case of payment/ contribution/ investments, I will produce the original document for verification, whenever it will be asked for.

Last date of submission of Declaration Form: 12th September, 2025

Note: Tax (tentative) will be deducted on the basis of above declaration up to January 2026. From February 2026 onwards, tax will be deducted as per applicable rates, if details of savings supported with self-attested documentary proof are not submitted by 31st January, 2026.

Place NEW DELHI

Date _____

 (Signature of the employee)