



भारतीय जीवन बीमा निगम, मंडल कार्यालय, पंडरी, रायपुर (छग) 492004

**GENERAL TERMS & CONDITIONS:**

1. Application Form is to be submitted along with a non-refundable application Fee of Rs. 295 /- (Rupees Two hundred Ninety Five only) by DD IN FAVOUR OF LIC of India payable at Raipur for each job of Empanelment separately, which has been downloaded from the LIC of India Website [www.licindia.in](http://www.licindia.in)
  2. **Application Forms will also be available at Sales Department, LIC of India, Divisional Office, Raipur Pandri, Raipur, Chhattisgarh from 05.03.2024 to 19.03.2024 on working days between 10:00 AM to 3.30 PM on submission of application fee of Rs.295/- (Rupees Two hundred Ninety Five only) in cash at cash counter of the Divisional office, Raipur, Pandri, Raipur, Chhattisgarh for each job of Empanelment separately.**
  3. **A separate application form will have to be submitted for each category**
  4. The envelope sent should be super scribed: “Empanelment under category:  
..... (Name & Serial No.) with LIC of India, Divisional Office, Raipur, Pandri, Raipur, Chhattisgarh 492004 .
- The envelope should contain the name & address of the firm.**
5. The envelope is to be sent to the following address: The Manager (Sales), LIC of India, Divisional Office, Raipur, Pandri, Raipur, Chhattisgarh 492004. Last date for submission of forms along with requisite fee- is 19.03.2024 up to 04.00 pm
  7. No consideration, whatsoever, shall be given for postal or any other kind of delays.
  8. The firms who are empanelled vendors of the Division have to re-apply for fresh empanelment.
  9. The firms who are currently empanelled vendors of LIC of India should have certificate from the concerned Division.
  10. The firm applying for empanelment should not have been black-listed by LIC or any PSU/ BFSI organization/ Government / Semi-Govt. / Quasi Govt. Departments in India, as on date of submission of bid in response to the above notice.
  11. Mere submission of Application for empanelment does not confer the right of Empanelment. Life Insurance Corporation of India reserves the right to reject, accept any or all applications or cancel the process of empanelment without assigning any reason thereof. The Life Insurance Corporation of India shall neither be liable nor will it be obligatory to inform the applicant the grounds of any such action. (The information furnished in the application would be scrutinized/checked by our officials).
  12. Selected vendors will be informed of the decision of Empanelment. No communication will be made with the Companies/ Firms whose application is rejected.



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13. After empanelment if VENDOR / SUPPLIER / CONTRACTOR / MANUFACTURER/ SERVICE PROVIDER is debarred by any of the office of LIC of India then its empanelment would be cancelled.
14. The Corporation reserves the right to accept any quotation in full or part. This does not necessarily mean that the lowest quotations will be accepted. The Corporation may within in its right award tendered job in part to one of the tenderer and remaining job to another tenderer.
15. That it has been mutually agreed between the Corporation and the supplier/vendor/Service Provider that any dispute arising out of this acceptance shall be referred to for "Arbitration" to the Sr. Divisional Manager, LIC of India, Divisional Office, Pnadri,Raipur,Chhattisgarh of the corporation and his decision shall be binding on the supplier/vendor/service providers. The supplier/vendor/service providers shall not raise any question of competence of the Sr. Divisional Manager to act as sole arbitrator.
16. The empanelment would valid from for a period of 3 years from the date of approval by the undersigned. However Empanelment process can be reviewed and repeated whenever required. A firm empanelled can also be blacklisted / removed during the validity period of the panel.
17. Extension Clause: The competent authority can extend the terms of the panel by one year. Any dispute arising out of or relating to this tender shall be deemed to have arisen in Raipur and shall be under adjudication of court in Raipur.
18. The corporation reserves the right to Remove/ Black list any supplier /vendor/printer/service provider from the list of empanelled agencies for any deviation from the agreed Terms and Conditions if any activity is observed which is detrimental to the interest of the Corporation.
19. Eligibility criteria for availing benefits under the Public Procurement Policy:-Those who are willing to get benefit under the Public Procurement Policy for Micro & Small Enterprises (MSEs) Order 2012, It is necessary for the enterprise to be registered with the Director of Industries (DI)/District Industries Centre (DIC) as manufacturing/ Service enterprises and having acknowledgement of Entrepreneurs memorandum (part-II) Or are registered with National Small Industries Corporation (NSIC) under Single point vendor registration scheme. The relevant copy of the Certificate must be enclosed. Apart from the benefit given to MSEs such as issue of Tender Sets free of cost and exemption for payment of EMD, the Vendors who are registered with NSIC under Single point registration Scheme will additionally be exempted from submitting the Security Deposit up to the monetary limit for which the unit is registered.



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**THE INSURANCE LAWS (AMENDMENT) ACT, 2015**

1. In terms of provisions of Section 33 (3) of The Insurance Laws (Amendment) Act, 2015 Insurance Regulatory and Development Authority of India (IRDAI), is authorized to verify all such books of account, register, other documents and the data base in the custody of the contractor in respect of service outsourced by the LIC of India. It shall be the duty of the contractor to provide such documents/statements/information as may be required by IRDAI within such time as may be specified by IRDAI.

2. In terms of provisions of Section 33 (4) of The Insurance Laws (Amendment) Act, 2015 Insurance Regulatory and Development Authority of India (IRDAI), if it considers expedient to do so, may direct any person hereinafter referred to as " Investigating Officer" to make an investigation as specified under Sec. 33 (1) or carry out an inspection as specified under Section 33 (2) of the Insurance Laws (Amendment) Act, 2015, who may examine on oath any Manager, managing Director or Other Officer of the service provider or contractor where the services are outsourced by LIC of India.

**Sr. Divisional Manager**

**I/ We have read and understood all the terms & conditions and the eligibility conditions and all the information furnished by me hereunder is correct to the best of my knowledge and belief.**

**I/We agree that I / we have no objection if enquiries are made about the work listed by me / us in the forms submitted.**

**Date:**

**Signature of Tenderer / Vendor with Seal.**