



# LIFE INSURANCE CORPORATION OF INDIA

Goa Divisional Office, 'Jeevan Vishwas' 5<sup>th</sup> Floor,  
EDC COMPLEX PATTO, PANAJI - GOA.

## NOTICE FOR EMPANELMENT

Application are invited from reputed Printers/ Firms/Vendors with at least 3 years standing & having PAN & GST registration for empanelment with Life Insurance Corporation of India, Goa Divisional Office, Patto, Panaji, Goa for the category of services as mentioned below.

SL No.	Category Of Services
1	Offset Printers for Printing of Forms / Registers / Pads etc (Goa Jurisdiction)
2	Screen Printers for Printing Of Visiting Cards / Letter Heads / Special Envelopes. (Goa Jurisdiction)
3	Supply of Table Stationery for LIC Panaji Office. (Panaji/Mapuca Jurisdiction)
4	Supply of Envelopes, Policy docket & Loan docket and Manila craft envelopes etc. (plain & Window)
5	Supply and Printing of blank OR pre printed continuous Computer stationery.
6	Supply of I.T. Consumables items like Cartridges, Ribbons, Toners, Print-heads, etc.
7	Service Providers for LIC- GOA Guest Houses at PANAJI, MARGAO & MAPUSA
8	Housekeeping Service Providers for Office Maintenance for all Offices in GOA.
9	Service Providers for Garden Maintenance at PANAJI only (Goa Jurisdiction).
10	Courier Services (Goa Jurisdiction).
11	Travel Agents. (Panaji/Mapuca Jurisdiction).
12	Furniture & Fittings - Office furniture like Tables, Chairs, Cupboards, Cabinets, Racks etc.
13	Service providers for Repairs of Office Chairs / Revolving chairs/Tables etc. (Goa Jurisdiction).
14	EPBAX telephone supply & maintenance (AMC) Goa Jurisdiction
15	Water cooler & Purifier / Aqua guards supply & Maintenance. (AMC-Goa Jurisdiction)
16	Vendors for Supply & maintenance of Note counting & Fake note detecting machines.
17	Canteen & Catering Services (Goa Jurisdiction).
18	Pest Control Services for all Offices in Goa.
19	Vendors to Supply Photocopier & Maintenance. (Goa jurisdiction)
20	Vendors to Supply Franking Machines & Maintenance.
21	Service providers for Security services for all Offices under Goa Division
22	Maintenance of CCTV all Banches & Divisional Office
23	Transportation of stationery to all Branches in Goa from Panaji

The interested Printers/ Firms/Vendors/suppliers should apply in prescribed form (Annexure - A2) & is required to be filled up for each category which may be downloaded from our website [www.licindia.in](http://www.licindia.in) (Tender Link). The sealed envelope containing the application form & other relevant documents should be super-scribed as "Application for empanelment of printer/ supplier/ service provider, Sl. No. \_\_\_ Name of category \_\_\_"

to be submitted to The Manager (O.S.) LIC of India, Goa Divisional Office, Jeevan Vishwas, EDC Complex, Patto, Panaji- Goa - 403 001, along with non refundable application fee of Rs. 295/- (inclusive of 18% GST), for each category, in the form of Demand Draft/ Banker's cheque in f/o LIC of India, payable at Panaji., Or by paying cash during cash hours (10.00 am to 4.30 pm) on working days.

The selection shall be at the sole discretion of the appropriate authority of LIC of India, Goa Division. The Corporation reserves the right to accept/reject any/all applications without assigning any reasons whatsoever.

Existing Empanelled Vendors / Service Providers are also required to apply again, for new Empanelment. Firms Blacklisted by any LIC office PAN India should not apply.

Last date for submission of application is 3.30 pm on 02/05/2024. For terms & conditions for empanelment & for Application form, please visit [www.licindia.co.in](http://www.licindia.co.in) (Tenders) link - "Empanelment of Printers/Firms/Vendors etc-LIC Goa Division. Phone no - 8322438425"

The Corporation bears no responsibility for application received after due date and liable to be rejected.

Place : Panaji

Date : 11/04/2024

*Abhishek*  
Divisional Manager (LIC)

Phone no - 832-2438425



ವಿಭಾಗೀಯ ಕಛೇರಿ, 'ಜೀವನ ಪ್ರಕಾಶ', ೩೦ .ಪಿ.ಸಿ.ನಂ. 37, ಮೈಸೂರು-ಬೆಂಗಳೂರು ರಸ್ತೆ, ಬನ್ನಿಮಂಟಪ, ಮೈಸೂರು -570 01:   
 मण्डल कार्यालय, 'जीवन प्रकाश', पो.बॉ.सं: 37, मैसूर-बंगलूर रोड, बन्निमण्टप, मैसूर - 570 01:   
 Divisional Office, "Jeevan Prakash", P.B.No:37, Mysore-Bangalore Road, Bannimantap, Mysore-570 01:

Mysore Division

ई-मेल/E-mail: [os.mysore@licindia.com](mailto:os.mysore@licindia.com) ಫೋನ್: ದೂರವಾಣಿ: Tel: 0821-249849

~~os.goa@licindia.com~~  
~~os.goa@licindia.com~~

**Conditions For Empanelment for Supplier / Firm / Service Provider**

Annexure A

- ✓ The Firm / Supplier / Service Provider should be in the profession of printing for atleast 3 years ( Copy of registration certificate should be enclosed)
- ✓ Annual Turn over should be 5 lakhs for small jobs, Rs. 5 Lakhs to Rs. 15 Lakhs for medium job and above Rs. 15 Lakhs for big jobs in any of the last 3 financial years ( Copy of audited Balance Sheets, P&L account and IT Returns for last 3 financial years should be enclosed. If AY 2020-21 accounts are not finalized, previous 3 AY details may be enclosed)
- ✓ The Firm / Supplier / Service Provider should be in the approved panel of atleast 3 reputed firm, out of which one should be a Public Sector or Government undertaking (Enclose list and contact details)
- ✓ The Firm / Supplier / Service Provider should keep sufficient stock in hand so as to comply with our urgent needs without delay.
- ✓ In case, the firms / Suppliers / Service Provider is the authorized dealer of any brand or make, copy of the valid authorized dealership certificate must enclosed.
- ✓ The Firm / Supplier / Service Provider should have registration with State / Central / Local authorities for undertaking the profession. ( Self Attested Copies of Registration / License / TAN/PAN/GST etc to be enclosed)
- ✓ The Firm / Supplier / Service Provider, who have been black listed / removed earlier by any office of LIC of India should not apply.
- ✓ The Firm / Supplier / Service Provider must give their acceptance to the Terms and Conditions as attached \*
- ✓ Empanelment will be done only on the favourable recommendations of the duly constituted committee on the basis of record verifications / visit or inspection of premises, work shop etc of the applicants! Mere submission of application for empanelment does not confer the right of empanelment! The Corporation reserves its right to reject, accept any or all applications or cancel the process of empanelment without assigning any reason thereof. The Corporation shall neither be held liable nor obligatory in its part to inform the applicant the grounds of any such action. The Corporation reserves the right to raise the minimum eligibility criteria for empanelment depending on the response.
- ✓ Empanelment will be valid for three years
- ✓ The Corporation reserves the right to include / exclude / cancel the name/s of the firms/suppliers / service provider from its approved list at their absolute discretion without assigning any reason.
- ✓ Last date for receipt of application duly completed is 07.08.2020- 15.00 hrs Applications received after the stipulated time will not be considered for the purpose of empanelment
- ✓ In case, application is downloaded from our web site [www.licindia.in/tenders](http://www.licindia.in/tenders), non refundable application fee of Rs. 295 (Application fee Rs. 200.00 plus GST Rs. 36.00) may be remitted in cash/ DD/ Bankers cheque payable at LIC of India, Mysore Divisional Office Cash counter. Applications received without the stipulated application fee will not be treated as valid application.
- ✓ Application incomplete in any respect will not be entertained and are liable to be rejected. ✓

Date:   
 Place :

Signature with Seal   
 Name & Designation



Mysore Division  
0821-2498494

ವಿಭಾಗೀಯ ಕಛೇರಿ, 'ಜೀವನ ಪ್ರಕಾಶ', ೩೦ .ಪಿ.ಸಂಖ್ಯೆ 37, ಮೈಸೂರು-ಬೆಂಗಳೂರು ರಸ್ತೆ, ಬನ್ನಿಮಂತಪ, ಮೈಸೂರು -570 015.  
मण्डल कार्यालय, 'जीवन प्रकाश', पो.बॉ.सं: 37, मैसूर-बैंगलूर रोड, बन्निमन्तप, मैसूर = 570 015.

Divisional Office, "Jeevan Prakash", P.B.No:37, Mysore-Bangalore Road, Bannimantap, Mysore- 570 015.

ಈ-ಮೇಲ್ / ई-मेल / E-mail: [os.mysore@licindia.com](mailto:os.mysore@licindia.com) ಫೋನ್: ದೂರವಾಣಿ: Tel:

## Annexure B

### TERMS AND CONDITIONS OF THE EMPANELMENT

- ★ The duly completed empanelment application along with proof of payment of application fee should reach OS Department, Divisional Office, Mysore. *Gr 9*
- ★ The description and specifications of stores should be noted carefully and your offer should be in accordance with the same.
- ★ All samples, including the samples of paper should bear clearly the specifications like make, quality, siz, weight, gsm etc., on the sample itself and should be certified by the tenderer by his signature and affixing his office seal. Quotations received without sample may be rejected. Offers subject to conditions like 'subject to prior sale', 'subject to availability of stores' or with similiar vague conditions are likely to be ignored
- ★ All deliveries must be made as per instructions by us, free of any charges.
- ★ Each page of the offer should be signed by the tenderer
- ★ If the supply delivered do not conform to the prescribed specifications, the supply is liable to be rejected in toto and the supplier is liable for the liquidated damages. However, it is open to the corporation at its sole discretion to consider such supply on its own terms and conditions depending upon the facts and circumstances.
- ★ In case of failure to deliver the goods on or before the specified date/s, the Corporation shall be at liberty to purchase the goods or such part thereof, as it may decide, from any other supplier and the supplier at default shall be liable to make good any loss or damage that the Corporation may suffer due to such purchases or shall be called upon to pay to the Corporation liquidated damages as provided .
- ★ No alteration either in quantity or quality of the items indented or in the period of execution or enhancement in the rate of articles shall be allowed unless previously ratified by the Corporation in writing.
- ★ In the case of printing work, if it is found that the press is unable to complete the job after submission of two consecutive proofs or if it is found that the Press is unable to carry out the instruction given, the order may be withdrawn by the Corporation, in which case the Corporation shall not be liable for payment of damages or compensation but the press shall in such an event be liable to make good any extra charge that the Corporation may incur in getting the job done by another Press .
- ★ If the Press / Supplier fails to comply with provisions of the clause regarding the delivery on or before the specified date or within such extended time as the Corporation may grant at its discretion on in case the Press/Supplier fails to comply with the provisions of any other clause. It shall pay to the Corporation liquidated damages at such rates as the rates of liquidated damages Such sum will be constructed as and taken as liquidated damages and not as penalty, and the Corporation shall be at liberty to deduct such sums from any monies due to the Printer/Supplier under these presents or may otherwise recover the same separately.
- ★ All proofs should be submitted in duplicate.
- ★ A file copy of two ordered items should always be furnished to us in respect of all forms, books, brochures, booklets, etc., in addition to ordered numbers, free of cost, whether mentioned or not in the order form.
- ★ No advance payment will be made till the order is fully executed except that the corporation may be in a particular case stipulate that payments will be against partial deliveries, in which case such

partial payments will be made.

- ▲ Any dispute arising out of or relating to this tender shall be deemed to have arisen at the Headquarters of the Divisional Office and shall be subject to adjudication by a Court in Mysore city
- ▲ Stores rejected after the receipt will have to be taken by the suppliers at their risk and cost.
- ▲ Quotations should be sent in a sealed cover superscribed with the number of tender enquiry and due date of opening.
- ▲ Please note that your offer should be kept open for minimum 30 days from the due date.
- ▲ We reserve the right to reject any offer in part or full, without assigning any reason. In the event of our accepting a part of any item of your offer, the rate for full quantity shall be considered as valid unless specifically stated to the contrary in your offer. This does not necessarily mean that the lowest quotation will be accepted.
- ▲ The Terms of Provisions of Section 33(3) of the Insurance Act, 1938, as amended by the Insurance Laws (Amendments) Ordinance 2014, The Insurance Regulatory Authority of India (IRDA) is authorised to verify all such books of accounts, register, other documents and data base in the custody of the contractor in respect of services outsourced by Life Insurance Corporation 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 the IRDAI
- ▲ Any tender not in compliance with the above terms and conditions and the specification sheet will be liable to be rejected.

Date:

Place:

Signature with Seal  
Name & Designation



**LIFE INSURANCE CORPORATION OF INDIA,  
GOA DIVISIONAL OFFICE - PANAJI - GOA**

(Annex- A2)

**APPLICATION FOR EMPANELLEMENT of Firm/Supplier/ Service Provider**

SL	Information Sought	Information Provided
1.	Name of the Firm (In Block Letters)	
2.	Date of Establishment/ Incorporation	
3.	Correspondence address and Telephone No/ Contact No with email address	
4.	Address of Head Office ( If Separate) and Telephone No / Mobile No	
5.	Address of local office ( at Goa) with Telephone & Mobile No.	
6.	Status : Proprietary/ Partnership/Private Limited Company/ Public Limited Company	
7.	Names of the Partners/ Directors & their Contact/ Mobile No.	
8.	Name of Chief Executive with his present addresses and Telephone Nos/ Mobile No	
9.	Name of Representative (s) with Designation who would be calling on us and attending to our job	
10.	Name of Bank & Bank A/c details(Encl cancelled Cheque or Pass book)	
11.	Is the Firm is registered under the Factory Act? If so, state a)Licence Number b)Date of last renewal of licence ( Copy to be enclosed) c) PAN No (Copy to be enclosed) d) GST Reg.No (Copy to be enclosed) d) ESIC No. if any e)EPF Registration No. if any	
12.	Whether holding certificate under Shops & Establishment Act, duly Renewed ( Copy to be enclosed)	
13.	State the latest Income Tax Assessed year and the amount of Tax assessed ( Copies of last 3 years, IT Returns, Balance Sheets & Revenue A/c to be enclosed)	
14.	Turn over for Last 3 years.( Gross Revenue & Net Income) in Lacs F.Y. <del>2017-2018</del> 2020 - 21 F.Y. <del>2018-2019</del> 2021 - 22 F.Y. <del>2019-2020</del> 2022. 23	
15.	Are you agreeable to make Deliveries to Corporation's Offices within Goa when so directed?	
16.	Are you agreeable to abide strictly by the Terms and Conditions of the Tenders and Contracts? ( Copies annexed)	
17.	If your firm is empanelled with any office of LIC of India or any other PSU (Central), please give full details & enclose the copy of the empanelment letter.	

18	Name, Addresses and Telephone Nos of some of your most valued clients ( Separate List may be attached)	
19	Mention if any other specialties & Services of your Establishment	
20	Have your firm ever blacklisted/removed by any Govt.Dept/PSUs or any Office of LIC of India?If yes ,then give details.	Yes/No
21	Are you agreeable to make free delivery of material & services to our Divisional Office?	Yes/No
22	Details of Application Fee of Rs.295/-. Mention DD No/Date and Bank Or LIC Miscellaneous Receipt No/Date.	

Note: Please type this form or fill it legibly in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number and attaché it to the form with proper authentication.

All the pages of application form and documents must be signed with seal.

I/We \_\_\_\_\_

Address \_\_\_\_\_

Mobile no. \_\_\_\_\_ Request Life Insurance Corporation of India, Divisional office, Panaji -- Goa to consider inclusion of my/our name in the list of their approved Firms/suppliers/Service Providers.

I/We hereby agree to abide by the rules and instructions of LIC of India given from time to time & render our services & assure to extend full cooperation to the satisfaction of LIC of India upon being considered / selected for empanelment.

I/We have read the terms & conditions for empanelment listed by LIC of India, in Annexure A2 and understand that if any false information is detected at a later date, any future contract made between ourselves and corporation, on the basis of the information given by me/us, can be treated as invalid by the corporation and I/We will be solely responsible for the consequences.

I/We agree that the decision of the Corporation in selection of service providers will be final & binding on me/us. I/We agree that I/We have no objection if enquiries are made about the work performance with our clients.

I/We understand that my/our application and declarations and documents submitted will form the basis of any decision of LIC of India regarding empanelment/selection for purchase etc and in case of any doubt/clarification/dispute etc.the decision of LIC of India or its Officials will be binding on me/us/our firm.

Dated at ..... this .....day of ..... 2024

Name of Firm & Proprietor: \_\_\_\_\_

Cell Number \_\_\_\_\_, Email Id - \_\_\_\_\_

**Note =**

1. Firms/Suppliers/ Service Provider who are on Divisional Office existing panel should also apply for fresh empanelment.
2. Firms/Suppliers/ Service Provider who have been blacklisted/ removed earlier, should not apply. If applied, their application will not be considered.
3. Separate Application is to be filled- up for each category.
4. If there is any query please get clarification from Divisional Office before submission of Application form.

**Note : Eligibility criteria for availing benefits under the Public Procurement Policy :**

5. " Those who are willing to get benefit under the Public Procurement Policy for Micro & Small Medium Enterprises ( MSME ), Order 2012", It is necessary for the enterprise to be registered with the Director of Industries 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.
6. Apart from the benefit given to MSMEs 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. Please submit sealed envelopes super scribed as
7. "APPLICATION FOR CATOGERY SL.NO ..... NAME OF CATEGORY

.....  
( With name/ address/mobile no of the vendor.)



LIFE INSURANCE CORPORATION OF INDIA,  
GOA DIVISIONAL OFFICE =

Annexure B  
TECHNICAL INFORMATION ( FOR PRINTERS ONLY)

Sl No.	Information Sought	Information Provided
1.	Particulars of composing Facilities. a. D.T.P. Systems( Make Packages, Languages Others features, if any) b. Other composing facilities such as hand composing.	
2	Particulars of Scanning machines being used.	
3	Printing Machines : a. Offset machine (Make, size, colors, Speed and other features, if any) b. Letter Press Machines : ( Make, Size, Speed and other features, if any) c. Screen Printing facility d. Pre- printed continuous stationery machine ( Make, size, colors, speed and other features, if any)	
4	Particulars of Positives and Plate making facility	
5	Binding and finishing a. Cutting Machines( Make size of Blade Hand/ Power Driver) b. Particulars of Punching machine c. Particulars of Perforating Machine d. Particulars of gilding department	
6	Have you got photo-type setting machine, if so please furnish full details of type faces.	
7	If any of the equipments mentioned above is under lease, loan or hire purchase agreement should be furnished.	
8	Please furnish details particulars of any other agreements you may have entered into which are subsisting and are likely have a bearing on the jobs which may be entrusted to you.	

Note:

- 1) Please type this form or fill it legibly in ink. If space provided is insufficient please type or write the replies on separate sheet giving appropriate question number attach it to the form.



- 2) The Corporation reserves the right to cancel the name of the firm/ supplier/service providers from its approved lists at this absolute discretion without assigning any reason.
- 3) All the pages of application form and documents must be signed with seal.

**DECLARATION:**

1. I/We request Life Insurance Corporation of India, Goa Divisional Office, Panaji to consider inclusion of my / our name in the list of their approved Firm / Supplier / Service Providers. I / We agree to give full satisfaction to the Corporation in event of their doing so.
2. I / We have read the instructions and I/ We understand that the information furnished now is found false at a later date, any contract made between ourselves and the LIC, on the basis of the information given by me/ us can be treated as invalid at the sole discretion of the LIC, Goa Divisional Office and I/ We will be solely responsible for the consequences.
3. I/ We agree that the decision of the LIC, Goa Divisional Office in selection of Firm/ Suppliers Service Providers will be final and binding on me/us.
4. All the information furnished by me here under is correct to the best of my/ our knowledge and belief.
5. I/ We have no objection if inspection of my/ our premises/workshop/ shop etc. is done by the Officials of the LIC of India, Goa Divisional Office, Panaji - Goa.

Date at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2020

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal of the Firm: \_\_\_\_\_



Mysore Division

ಭಾಗೀಯ ಕಛೇರಿ, 'ಜೀವನ ಪ್ರಕಾಶ', ಅಂ.ಪ.ಸಂಖ್ಯೆ 37, ಮೈಸೂರು-ಬೆಂಗಳೂರು ರಸ್ತೆ, ಬನ್ನಿಮಂಟಪ, ಮೈಸೂರು -570 015;  
मण्डल कार्यालय, 'जीवन प्रकाश', पो.बॉ.सं: 37, मैसूर-बैंगलूर रोड, बन्निमण्डप, मैसूर - 570 015;  
Divisional Office, "Jeevan Prakash", P.B.No:37, Mysore- Bangalore Road, Bannimantap, Mysore- 570 015;

ಫೋನ್/ ದೂರವಾಕ್: Tel: 0821-2498494

ई-मेल/ ई-मेल/ E-mail: os.mysore@licindia.com

ANNEXURE - C

**DECLARATION BY MANUFACTURER/SUPPLIER/AUTHORISED DEALERS/VENDORS/  
PRINTERS/SERVICE PROVIDER.**

I/We have read the instructions appended to the Annexure - A/B and I/We understand that if any false information is revealed at a later date, any contract made between ourselves and the Life Insurance Corporation of India, on the basis of the information given by me/us can be treated as invalid at the sole discretion of the Life Insurance Corporation of India and I/We will be solely responsible for the consequences.

I/We agree that the decision of the Life Insurance Corporation of India in selection Manufacturer/Supplier/Printer/Service Provider/Contractor will be final and binding on me/us.

All the information furnished by me/us here under is correct to the best of my/our knowledge and belief.

I/We agree that I/We no objection if inspection of my/our premises/workshop etc., is done by the officials of the Life Insurance Corporation of India.

Dated at ..... this ..... day of ..... 2020

Signature of the Vendor name and address seal.

Annexure D

Undertaking by the applicant regarding black listing  
(To be submitted on applicant's letter head)

To:

Senior Divisional Manager,  
Life Insurance Corporation of India,  
Divisional Office, G-09  
Mysore-673001

Dear Sir/Madam,

Reg: Empanelment of Vendors: Stores/OS/02/04/2026/

Undertaking

I/We ..... hereby confirm that, we have not been  
blacklisted by The Life Insurance Corporation or by any PSU/ BFSI organization / Govt./ Semi Govt./  
Quasi Govt. Departments in India as on date of submission of application in response of the above.

I/We also agree with the terms and conditions quoted in the tender.

Dated at ..... this ..... day of ..... 2026/

Signature with Seal

Name :

Designation :

Seal of the company / firm / Vendor / Service Provider

Annexure E

Details of Existing Clients

(Separate sheet must be submitted for each client)

Name of The Company	
Address of the Company	
Details of Contact Person Name Designation Land line number Mobile Phone Number e-mail address Details of	
Details of Material supplied in last 3 years (Ref No, Date of Work Order with proof for order)	

(Please attach attested copies of Purchase Order executed or Certificate from Customer)

Dated at ..... this ..... day of ..... 2020

Signature with Seal

Name :

Designation :

Seal of the company / firm / Vendor / Service Provider



LIFE INSURANCE CORPORATION OF INDIA,  
GOA DIVISIONAL OFFICE – PANAJI - GOA

**QUALIFYING CRITERIA FOR EMPANELLMENT OF GUEST HOUSE  
CONTRACTOR FOR LIC GOA DIVISION.**

- 1) The Bidder should have minimum experience of 5 years in providing Housekeeping and Catering services to Central Govt./ State Govt. or PSU's.
- 2) The Bidder should have at least 5 running contracts with 3 different Government Organizations OR PSU's and proof to be enclosed.
- 3) The Bidder should have executed a single work order valuing of minimum Rs 18 lakhs (Proof to be enclosed).
- 4) Annual Turn over should be Minimum of Rs. 1 crore during last three Fin. Years. (Certificate by CA to be enclosed for Years ~~2017-18, 2018-19 & 2019-20~~). <sup>2021-22, 2022-23</sup>
- 5) Last 3 years I.T.R should be enclosed. (~~2017-18 TO 2019-20~~) <sup>2020-21, 2021-22, 2022-23</sup>
- 6) Bidder should have registered with Goods & Service Tax authority and proof to be enclosed. (PAN NO & GST Registration copy to be enclosed).
- 7) Bidder should have P/F Registration and the last ECR copy to be enclosed for reference (CHALLAN).
- 8) Bidder should have ESIC registration and the last copy of CHALLAN to be enclosed for reference.
- 9) Experience certificates to be enclosed issued by the organization's as testimonials.
- 10) Bidder should submit technical bid and price bid in separate closed envelope. If the contractor found suitable in technical bid then only the price bid will be considered.

**Note : LIC reserves the rights to relax OR alter the Terms & conditions at their absolute discretion without assigning any reason.**

**The Tenders will be called only from Empanelled Guest House Contractors.**

**Copy of valid Licenses/Registration Details should be submitted along with Annexure "A".**