



Divisional Office : “Jeevan Prakash”, Jeevan Bima Marg, Pandri, Raipur (CG)-492004
Ref/LIC/RDO/Tender/AMC/2024-25/1 Dated- 24.06.2024

Tender for Comprehensive Annual Maintenance Contract for Bundle Note Counting Machines & Note Authentication Machines under Raipur Division.

The Sealed Tender is invited for comprehensive Annual Maintenance Contract for Bundle Note Counting Machines & Note Authentication Machines as per specifications mentioned in the “ANNEXURE - B” from our empanelled Firms / Vendors.

The prospective bidders may collect the tender documents from the office at the above address. Tender documents will be issued from **25.06.2024 to 04.07.2024** between 10.30 AM to 3.30 PM on week days (excluding Holidays, Saturdays, Sundays). Tender Application Forms will be available on LIC website www.licindia.in under link Tenders.

Tender fee of Rs 118/- per tender (non refundable) is required to be deposited in cash/DD at our cash counter in F&A department and copy of receipt should be produced and submitted before issue of tender. **Tenders received by post / mail are required to enclose the DD of Tender fee along with the tender.** The last date of submission of filled in tenders in the tender box is **05.07.2024 up to 5.00 PM at our office “OS Department” first floor LIC of India, Divisional Office, Pandri, Raipur.**

The tender application must be accompanied by EMD (Earnest Money Deposit) of **Rs. 10000/- (Ten thousand only)** by DD in favour of LIC of India payable at Raipur (**FDR's will be not accepted**) . EMD of unsuccessful bidders will be refunded without interest within one month from the date of finalization of tender. Tender without EMD will be subject to rejection. (MSME & NSIC Registered vendors are exempted from submission of EMD subject to production of valid certificate)

No Brokers/Intermediaries shall be entertained. The Sr. Divisional Manager, Divisional office, Raipur reserves the right to accept or reject any or all offers in full/part without assigning any reasons whatsoever.

Please note that TENDERS WITHOUT EMD & TENDER FEE WILL NOT BE ACCEPTED.

Tender shall be submitted in a closed Envelope, superscribed as “**Tender for Annual Maintenance Contract for Bundle Note Counting Machines & Note Authentication Machines**” with Name/Seal of the Tenderer and should be addressed to Manager OS, first floor, LIC of India, Divisional Office, Pandri, Raipur. – CONTAINING:

1. **Tender Fee Rs. 118/-** by DD in favour of LIC of India payable at Raipur (in case Tender Fee not deposited in Cash at DO Raipur).
2. **EMD of Rs. 10000/-** by DD in favour of LIC of India payable at Raipur.
3. **Tender document with seal and sign on each page** and all enclosures.
4. **Annexure ‘A’** - Quoted rate of specified items (**Financial Bid**)
5. If the Tenderer is registered under MSME/ NSIC they have to clearly mention and submit copy of supporting valid documents. In absence of any such documents shall be considered as not registered under NSIC/MSME.



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Terms & Conditions:

1- The tender should be sent so as to reach this office **ON OR BEFORE THE DATE & TIME SPECIFIED**. Tender received after that will be rejected.

2- Earnest Money Deposit (E.M.D.) will be forfeited in case the tenderer to whom the tender is awarded refuses to execute the Order, either full or part. In that case LIC may decide debar / blacklist the concerned Supplier and the decisions will be final and binding on all concerned.

3- **Security Deposit –: Security Deposit @ 10% of the contract value (if contract value is above One lakh) is to be Deposited in the form of Demand Draft (In favour of LIC OF INDIA, payable at Raipur (CG) through Scheduled Banks by the successful bidder/s.**

The security deposit shall not carry any interest. The Security deposit is to be submitted by the successful Bidders within 15 days from the date of Allotment of Tender. Contract will be given only after payment of Security Deposit. The said deposit will be refunded after expiry of contract period. In case Bidders fail to deposit the security deposit amount, his EMD will be forfeited and he will be debarred from participation in future Tender.

4- The Firm / Service Provider will provide 4 (four) quarterly compulsorily preventive and corrective maintenance wherein the equipment will be thoroughly checked, cleaned and tested. If the Qly servicing will not be provided to any Machine, then Rs. 500/- per Machine will be Charges as Penalty and Quarterly Service Charges will also be not payable for that Machine

5- The Firm / Service Provider will attend **any number of break down** or emergency attention calls on request.

6- Repare / replacement of all defective spare parts when failure is due to normal wear and tear will be done free of charge.

7- Breakdown call shall be attended wih in 24 hours in the case of Local Locations and with in 48 hours in the case of Outstation Locations.

8- **Price quoted should be Excluding GST** but inclusive of all other charges like transportation etc. T.D.S. shall be deducted as per IT rules. All quotes have to be given in round figures (Rupees) only. All decimals (Paisa) given in the quote will be ignored.

9- Quotations must be given,as per prescribed format in Annexure-‘A’,duly sealed and signed by proprietor/Director/Manager of the firm and should be either **TYPE WRITTEN** or must be **IN INK** and should NOT Be with any hedging conditions or overwritten. **If the rates are overwritten or not legible, the quotations will be subject to rejection.**

10- 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.**

11- If the breakdown call is not attended with in 24 hours in the case of Local Locations and 48 hours in the case of Outstation locations a penalty of Rs 100/- per day per note counting machine will be charged.



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- 12- Any tender not in compliance with given terms and conditions will be liable for rejection.
- 13- The rates shall be valid for one year only. The contract can be extended up to further one year (Maximum two terms) on mutual understanding of both the parties with same rates and terms and conditions.
- 14- Payments will be made through NEFT on submission of quarterly service report with **proper acknowledgement of the Branch officials**. No advance or adhoc payments will be made.
- 15- The Corporation reserves the right to cancel the contract/annual rate contract without assigning any reason at any time by giving 30 days notice in advance in case of simple termination contract/annual rate contract but in case of breach of the terms of the contract/annual rate contract may be terminated forthwith.
- 16- If it is found that the vendor is incompetent to complete the job even after the submission of consecutive proofs or is unable to follow the instructions given, the order may be withdrawn from such a vendor and he will be intimated of cancellation of order without any damage or compensation.
- 17- The list of location and number of machines installed at various branches is enclosed herewith.
- 18- Any dispute arising out of this acceptance shall be referred to for “Arbitration” to The Sr. Divisional Manager, L.I.C. of India, Divisional Office, Pandri, Raipur and his decision shall be binding on the Firm/Vendor/Manufacturer. The Firm/Vendor/Service Provider shall not raise any question of the competence of the Sr. Divisional Manager to act as sole arbitrator. Any dispute arising out of or relating to this tender shall be deemed to have arisen in RAIPUR and shall be under adjudication a court in RAIPUR.

Sr. Divisional Manager

Declaration :

I / We have read the instructions appended to the form and I / We understand that if any false information is revealed at a later date, any contract made between ourselves and the Corporation on the basis of the information given by me / us shall be treated as invalid at the sole discretion of the Corporation and I / We will be solely responsible for the consequences and shall make good all losses caused to LIC of India in the process, I / We agree that the decision of the Corporation in selection of tender will be final and binding on me / us. All the information furnished by me hereunder is correct to the best of my / our knowledge and belief, I / We have no objection if inspection of my / our premises / workshop, shop etc. is done by the Official of the Corporation including inspection of the quality of any or all items of the tender.

I / We agree with all the Terms and Conditions as mentioned in Sl No-1 to 18 and will be binding upon us.

Place:

Date :

**Signature of Firm / Service Provider
(Rubber Stamp)**



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LIFE INSURANCE CORPORATION OF INDIA

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ANNEXURE-A

FINANCIAL BID

GROUP A

	Quote Rate in Rs for Per Bundle Note Counting Machine Floor Model (Kores + Methodex) Excludig GST (a)	Quote Rate in Rs for Per Note Authentication Machine (Methodex NAM 1000) Excluding GST (b)	Total Basic Rate (c = a+b)	GST Rate (%)
In Figure				
In Words				

Note:

1. L1 will be decided on the basis of Total basic rate arrived at “c” per unit including all charges Excluding GST for Group A.
2. If there is any variation between quoted rates in Figures and Words, then the Rate in Words will be trated final.

GROUP B

	Quote Rate in Rs. for Per Bundle Note Counting Machine Floor Model (Infres Methodex) excludig GST	GST Rate (%)
In Figure		
In Words		

Note:

1. L1 will be decided on the basis of Total basic rate per unit including all charges Excluding GST for Group B.
2. If there is any variation between quoted rates in Figures and Words, then the Rate in Words will be trated final.

AUTHORISED SIGNATORY

Seal of Firm / Service Provider



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LIST OF EMPANNELED VENDORS FOR AMC OF BUNDLE NOTE COUNTING MACHINES & NOTE AUTHENTICATION MACHINES AT RAIPUR DIVISION. For the Period 2024-2027			
S.NO.	NAME OF THE VENDORS	ADDRESS OF THE VENDOR	E.MAIL ADDRESS
1	ALBERTSONS INTERNATIONAL PVT LTD	HOUSE NO B00301, STREET NO G32, NIKITA VIHAR, BEHIND SAI MANDIR, MAHAVIR NAGAR, TELIBHANDHA, RAIPUR (C.G.)	raipur@albertsons.in
2	METHODEX SYSTEMS PVT LTD	OS-5, 4TH FLOOR, ASHOKA MELENNIUM COMPEX, RING ROAD 1, NEW RAJENDRA NAGAR, RAIPUR (C.G.)	info@methodexsystems.com

Manager (OS)