

मंडल कार्यालय, विक्रय विभाग, जीवन प्रकाश, प्रथम तल, टागोर मार्ग, राजकोट - 360001
Divisional Office, Sales Department, Jeevan Prakash, 1st Floor, Tagore Marg, Rajkot -360001

ANNEXURE "A"

TERMS AND CONDITIONS FOR EMPANELMENT

- (1) The firm should have establishment of at least three years. (Copy of Registration certificate must be enclosed.)
- (2) The firms should have registration with state & local authorities for undertaking the profession (Copies of state registration & License Issued by local Government Body, Copy of PAN/ GST No. to be enclosed)
- (3) The Duration of empanelment will be for a period of 24 Month from the date of empanelment.
- (4) The application with enclosure should be signed by the authorized person with official seal / Stamp of the firm.
- (5) The existing vendor on our panel are also required to apply for a fresh empanelment.
- (6) Vendor / Firms should keep sufficient stock in hand, so as to comply with requirement without delay.
- (7) Vendor should furnish the specific brand or make, in case of authorized dealer (Copy of Authorize distributorship / Dealership must be enclosed)
- (8) Firm/Vendor can apply for one or more Category.
- (9) The prescribed application form along with the enclosures in sealed envelope are to be sent at the above mentioned address so as to reach us on or before 15.05.2023 before closing of office hours.
- (10) If any documents submitted by vendor are found to be false/incorrect, it would be deemed to be breach of terms of contract making the firm concerned liable for legal action besides termination of empanelment.
- (11) Vendors / Suppliers, who have been blacklisted/removed earlier by any office of Life Insurance Corporation of India, should not apply. If applied, their applications will not be considered.
- (12) Incomplete and conditional application will be rejected.
- (13) Corporation reserves the right to accept/cancel any application without giving any reason.
- (14) Any dispute, subject to RAJKOT jurisdiction.

Date : 26.04.2023

Sr. Divisional Manager
RAJKOT DIVISION