



**LIFE INSURANCE CORPORATION OF INDIA**  
 EAST CENTRAL ZONAL OFFICE, ENGG. DEPTT. (4<sup>TH</sup> FLOOR)  
 "JEEVAN DEEP", EXHIBITION ROAD, PATNA – 800 001  
 PHONE: 0612-2501118/2503014,  
 E-mail: ecz\_engg@licindia.com  
 AN ISO 9001:2015 CERTIFIED DEPARTMENT

**E-Tender on Design, Engineering, Procurement and Construction (EPC)  
 basis for Proposed Construction of Investment Building (  
 Basement+Ground+2 floors) at Suryanagar, Bhubaneswar, Odisha**

**NOTICE INVITING e-TENDER (NIT) AND  
 BID-II (QUALIFICATION/TECHNICAL BID)**

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LIFE INSURANCE CORPORATION OF INDIA  
EAST CENTRAL ZONAL OFFICE, ENGINEERING DEPARTMENT  
'JEEVAN DEEP', EXHIBITION ROAD, PATNA- 800001.  
Phone No : 0612-2501118/2503014  
AN ISO 9001:2015 CERTIFIED DEPARTMENT

**COMPETITIVE BIDDING ON ENGINEERING, PROCUREMENT AND CONSTRUCTION (EPC) BASIS**

Life Insurance Corporation of India invites e-bids through **website**  
<http://www.tenderwizard.com/LIC> from eligible bidders for the following works on Lumpsum rate basis:

Bid No.	<b>LICI/ECZO/Engg/2022-23/28</b>
Name of work	E-Tender on Design, Engineering, Procurement and Construction (EPC) basis for Proposed Construction of Investment Building ( Basement+Ground+2 floors) at Suryanagar, Bhubaneswar, Odisha
Description of Works	Design, Engineering, Procurement and Construction (EPC) which includes All planning, Civil, Sanitary & Plumbing works, Electrical Works, Lifts, Fire Fighting, STP, DG Sets, Solar PV, External Services, Security Systems and Site development with obtaining Green Building Rating as per Scope of Work, Concept drawings, DBR and Technical Specifications.
Estimated Cost	<b>3352.41 lakh</b>
Sale Period (Downloading)	<b>28.02.2023, 17.30 hrs to 21.03.2023 upto 17.30 hrs.</b>
Pre-Bid Meeting	<b>15.03.2023, 11.30 hrs at LICI, Dy Chief Engineer's Office, 'Jeevan Prakash' 3<sup>rd</sup> Floor, Plot No. 149(P), D-Plot-P/1, Ananta Vihar, Pokhariput, Bhubaneswar – 751020.</b>
Online Bid submission closing date & time	<b>22.03.2023 at 23.59 hours</b>
Physical Bid Submission closing date & time	<b>23.03.2023 upto 15.00 hrs</b>
Opening of Technical Bid date & time	<b>23.03.2023, 15.30 hrs onwards</b>
Contact E-mail:	<b>ecz_engg@licindia.com</b>

Note: Any addendum/corrigendum/sale date extension in respect of above tenders shall be issued on **website:** <http://www.tenderwizard.com/LIC> only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit the said website to keep themselves updated.

**Date: 28.02.2023**

**CHIEF ENGINEER**

## **NOTICE INVITING e-TENDER (NIT)**

E-Tender on Design, Engineering, Procurement and Construction (EPC) basis for Proposed Construction of Investment Building ( Basement+Ground+2 floors) at Suryanagar, Bhubaneswar, Odisha **1.0 Schedule :**

I	Tender Document No. / Bid No.	LICI/ECZO/Engg/2022-23/28
II	Name of Work	E-Tender on Design, Engineering, Procurement and Construction (EPC) basis for Proposed Construction of Investment Building ( Basement+Ground+2 floors) at Suryanagar, Bhubaneswar, Odisha
III	Brief Description / Scope of Work	Design, Engineering, Procurement and Construction (EPC) which includes All planning, Civil, Sanitary & Plumbing works, Electrical Works, Lifts, Fire Fighting, STP, DG Sets, Solar PV, External Services, Security Systems and Site development with obtaining Green Building Rating as per Scope of Work, Concept drawings, DBR and Technical Specifications.
IV	Estimated Cost	Rs 33,52,41,270.00 ( Rupees Thirtythree Crore Fifty Two lakh Forty One Thousand Two Hundred Seventy ) only
V	Sale Period (Downloading of Bid documents)	<b>28.02.2023, 17.30 hrs to 22.03.2023 upto 17.30 hrs.</b>
VI	Pre-Bid Meeting	<b>15.03.2023, 11.30 hrs at LICI, Dy Chief Engineer's Office, 'Jeevan Prakash' 3<sup>rd</sup> Floor, Plot No. 149(P), D-Plot-P/1, Ananta Vihar, Pokhariput, Bhubaneswar – 751020.</b>
VII	Online Bid submission closing date & time	<b>22.03.2023 at 23.59 hours</b>
VIII	Physical Submission of Bid-I & Bid-II closing date & time : Original BG/DD/MR Qualification Bid (Hard Copy) with all supporting documents, Authorisation/	<b>23.03.2023 upto 15.00 hrs</b> If the Bidder fails to submit the original DD/BG/MR etc as applicable in lieu of EMD and Tender Cost/ Tender Processing Fee within date and time as specified, the On-line Bid of the Bidder will be declared as Non-bonafide irrespective of the fact that scanned copy of the DD/BG might have been uploaded on e-tendering portal and even if the delay is due to extraneous factor.
IX	Opening of Technical Bid (Bid-II Qualification Bid) date & time	<b>23.03.2023, 15.30 hrs onwards</b>
X	Period of Completion of Work	21 (Twenty One) Months plus 2(Two) Months for Occupancy Certificate & Green Building Rating
XI	Earnest Money Deposit (EMD)	<b>Rs 33,52,500.00 (Rupees Thirty Three Lac Fifty Two Thousand Five Hundred) only</b>  In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Patna <u>OR</u> In the form of Bank Guarantee (as per proforma) issued by any Nationalised / Scheduled Bank preferably at Patna or where a Branch / Division exists

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		<p><u>OR</u> 50% amount In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Patna and 50% amount In the form of Bank Guarantee (as per Performa) issued by any Nationalised / Scheduled Bank preferably at Patna or where a Branch / Division exists</p> <p><u>OR</u> Payment through NEFT mode directly to LIC Account as detailed below :</p> <p>Name of Bank : : AXIS BANK LTD. Branch : : Main Branch, Patna Account No. : : 142010200012704 IFSC No. : : UTIB0000142 Account Type : : Current</p> <p><b>Payment through NEFT closes on 22.03.2023 at 23.59 hours</b> Note : The Bid Security (EMD) is to remain valid for a period of 45 (forty five) days beyond the final bid validity period of 90(Ninety) days. In case of Bank Guarantee, Claim Period of 6 (Six) Months shall be provided in BG.</p>
XII	Tender Cost/ Tender Processing Fee (Non-refundable)	<p>Rs 5000.00 plus 18% GST i.e. total <b>Rs 5900.00 ( Rupees Five thousand Nine hundred only)</b></p> <p>In the form of Cash depositing the same in LIC ECZO Zonal Office Cash Counter during Cash hours of working days and obtaining Receipt (MR) which has to be physically submitted with Bid - I</p> <p><u>OR</u> In the form of Demand Draft/Pay Order/Banker's Cheque in favour of Life Insurance Corporation of India payable at Patna</p> <p><u>OR</u> Payment through NEFT mode directly to LIC Account as detailed below :</p> <p>Name of Bank : : AXIS BANK LTD. Branch : : Main Branch, Patna Account No. : : 142010200012704 IFSC No. : : UTIB0000142 Account Type : : Current</p> <p><b>Payment through NEFT closes on 22.03.2023 at 23.59 hours</b></p>

**Note : Those who are opting for paying EMD and or Tender Cost/Tender Processing Fee through NEFT, please note that the transfer should be from the account of the Bidder Firm. Any transfer from any individual/personal account may not be accepted by LIC.**

## 2.0 Minimum Eligibility Criteria :

### 1. Work Experience :

The applicant / bidder should have successfully completed similar works, during last 7 years ending last day of month previous to the one in which applications are invited i.e. similar works completed between 01.02.2016 to 31.01.2023, should be either of the following :

(a) **Three similar** completed works, each costing not less than the amount equal to Rs. **1340.97 Lakh**

**OR**

(b) **Two similar** completed works, each costing not less than the amount equal to Rs. **1676.21 Lakh**

**OR**

(c) **One similar** completed works, each costing not less than the amount equal to Rs. **2681.93 Lakh**

For arriving at current cost of similar works, value of qualifying work executed shall be brought to current costing level by enhancing the actual value of work at a simple rate of 7% per annum calculated from the date of completion to the date of Bid-II (Technical/Qualification Bid) opening.

“Similar nature” means works of Office, Commercial buildings, Institutional buildings, Residential buildings in RCC framed structure including ancillary works like Electrical installation, Lift installation etc. Industrial Buildings like Ware House, Factories and Plants are not considered under ‘Similar works’.

The applicants/ bidders need to submit completion certificate for all qualifying works, containing the details such as Date of Commencement and Completion, details of similar nature of works, Final Completion cost duly certified by Authorized official in case of Govt./Semi-Govt. or Public Sector Undertaking.

**In case qualifying works are from Private Sector, the applicants / bidders are required to submit payment received details viz Form 26AS, duly certified by Chartered Accountant. If called for, documents such as copy of final bill or other relevant documents are to be submitted for verification.**

## 2. Key Construction Activities Criteria :

The applicants/Bidders should have completed atleast 4 (four) numbers of any of following key construction Activities as included in the scope of the proposed work, either completed separately or combined in qualifying works (contract completed):

- i) Basement
- ii) Façade Work such as External Glass/ Metal cladding
- iii) Fire Fighting/ Detection with Public Address system
- iv) Electrical Sub-station
- v) Lifts/Escalators
- vi) Sewerage Treatment System
- vii) Solar PV

Note : Completion Certificates mentioning the above activities either combined in qualifying work or completed separately has to be submitted with value of work done for each activity or certified copy of abstract of final bill has to be submitted in support of the above.

### 3. Financial Strength :

#### i) Average Annual Financial Turnover :

The Applicant should have Average Annual Financial Turnover of **not less than 1676.21 lakhs of construction works** and shall be derived by considering average of any three financial years having maximum turnover among last Five Financial years ending 31<sup>st</sup> March of previous Financial Year from the year in which proposed NIT is being published.i.e. 31.03.2022 (Scanned copy of certificate from Chartered Accountant to be uploaded).

Note : In case final audited account statements are not available for the last year, then provisional account statements can be submitted duly certified by Chartered Accountant.

#### ii) Solvency/ Banker Certificate Or Net Worth Certificate

(a) Solvency/ Banker Certificate is to be submitted which should be **at least 1340.97 lakh** and should not be older than 01 (One) year from the last date of submission of Bid. Solvency/ Banker Certificate should have been issued by a Scheduled Commercial ( i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks) (**Sample Form for Solvency Certificate as per Annexure –I**).

#### OR

(b) Net Worth Certificate of Minimum **Rs 33.53 lakh** issued / certified by Chartered Accountant on basis of Final Audited account or Provisional Account Statement in case final audited account statements are not available (**Sample Form of Net Worth Certificate as per Annexure J**).

#### 4. Bidder should have valid registration with Employees Provident Fund organization under “EPF and Miscellaneous Provisions Act, 1952.” Scanned copy of Registration Form to be submitted.

### 03. Disqualification:

Even if an applicant meets the Qualification Criteria, he shall be subject to disqualification if he or anyone of the constituent partner/Director is found to have:

- i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements

And/or

- ii) Records of poor performance during the last five years, as on the date of NIT, such as abandoning of work, rescission of the contract for reason which are attributable to non-performance of the Contractor, inordinate delays in the completion, consistent history of litigation resulting in awards against the contractor or any of the constituents, or financial failure due to bankruptcy and so on.

#### **04. GST Registration :**

The Bidder should have valid GST Registration.

#### **05. Joint Ventures applicants will not be considered.**

All eligible bidders meeting the eligibility criteria as defined above can participate in the tender. The applicant should be a private or government owned legal entity.

The Tender document can be downloaded from website: [www.tenderwizaed.com/LIC](http://www.tenderwizaed.com/LIC). Corrigendum(s)/Amendment(s), if any, would appear only on the above mentioned website and will not be published in any News Paper or any other website. Bidders are therefore requested to regularly visit the said website to keep themselves updated.

#### **06. Online & Physical Submission of Bids**

##### **A. Online submission of Bids will be as under:**

##### **BID-I**

- 1) Scanned copy of DD for EMD and Tender Fee, if applicable.
- 2) Scanned copy of Bank Guarantee for EMD, if applicable.

Note: Details of payment of Tender Cost/EMD through NEFT, if any, may also be submitted which will only be considered if reflected in our Bank Account Statement.

##### **BID – II: should consist of:**

##### **(i) Qualification Bid / Technical Bid**

**The Form for Qualification of Bidders** including Annexure, Check List duly filled –up in all respect and all supporting documents forms the Qualification Bid / Technical Bid. All documents shall be self-attested by the authorized person of the bidder, with notarization as per requirement, with an undertaking that full responsibility is taken by him/her on behalf of the bidder for veracity of submitted documents. Scanned copies to be uploaded.

##### **It should be accompanied by the following scanned copies:**

- (a) Statement of Accounts duly certified by a Chartered Accountant with Registration Number, UDIN etc.
- (b) Authorization Letter/ Power of Attorney in favour of the person under whose digital signature the bid is submitted
- (c) Signed and filled-in 'Letter from Bidder to the Chief Engineer'.
- (d) Unconditional Letter of Acceptance of Tender Conditions on Letter-head of the Applicant/ Bidder ( stating that they have gone through the entire set of tender documents and agreed to all terms and conditions, specifications etc and accordingly quoted their rate.).
- (e) Proof of fulfilling Key Construction Activities Criteria such as Completion Certificates, Copy of Final Bill etc.



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### **BID – III (Financial Bid)**

The Bidder is required to put their name of firm and put their lump-sum rate in Bid Template only without making any modifications in the protected cells. No other documents etc shall be uploaded along with the Financial Bid Template

**For filling Financial Bid, the Bidder should go through entire tender documents, Drawings and quote their rate considering all.**

#### **B. Physical submission of Bids will be as under:**

- (i) DD for EMD and Tender Fee, if applicable
- (ii) Bank Guarantee for EMD, If applicable.

**Please note that the Bidders who are remitting the Tender Fees and Earnest Money Deposit through NEFT/RTGS need not submit anything physically.**

**If the Bidder fails to submit physically Bid-I (with Original DD/BG etc) on or before the specified date and time, the online bid submitted will be declared non-bonafide and shall not be opened irrespective of fact that scanned copy of the same might have been uploaded on e-tender portal, even if the delay is due to extraneous factor.**

The following Officers at Engineering department, ECZO, Patna are authorized to receive the physical submissions:

1. Sri Amrendra Kumar, Admn Officer (Engg A/cs)
2. Sri Krishna Kumar, Admn. Officer (Engg A/cs)

Before dropping the tender (Bid – I & II) in ‘Tender Box’, endorsement of any of the above-mentioned Officers is required on the envelope with date and time of receipt.

**08. Those intending Tenderers/ Bidders/ Contractors not registered on the website <http://www.tenderwizard.com/LIC> mentioned above with M/s Antares Systems Ltd. are required to get registered beforehand. The intending tenderer / bidder must have class – III digital signature certificate to submit the tender/Bid.**

#### **Note:**

- (a) The Bidder will be considered for qualification only after satisfactory verification of the genuineness of the Bank Solvency Certificate/ Bankers Certificate/ Net Worth Certificate and submitted documents as the proof of Credentials. In case the BG and/or any of the documents of credential submitted by the bidder is/ are found to be not genuine, the Bidder will be barred from participating in the tender of the Corporation for 3 to 5 years period and the information will be shared with Govt. of India, Banks and other financial institutions and their previous / present employers.
- (b) **Any Bidder applied and fulfilling the selection criteria may not be considered if unsatisfactory performance report/s is/are received for the completed projects from their previous employer/s.**
- (c) The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.



- (d) In case of Private works, bidders are required to submit payment received details duly certified by Chartered Accountant. If called for documents such as copy of paid final bill , Form 26AS and other relevant documents have to be submitted for verification.
- (e) Certificate submitted from the previous employer in support of credentials should clearly mention the postal address, telephone number and Email Id of the Employer.**
- (f) The Chief Engineer reserves the right to not open Qualification & Financial bid of Tender of any/ all the Applicants at his sole discretion without assigning any reason whatsoever.**

Date: 28.02.2023

**CHIEF ENGINEER**

EAST CENTRAL ZONAL OFFICE, PATNA

**System Tender No. : LIC/ECZO/Engg/2022-23/28 dated 28.02.2023.**

1. Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> from the intended contractors.

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit (EMD)	Tender Document Fee
1.	E-Tender on Design, Engineering, Procurement and Construction (EPC) basis for Proposed Construction of Investment Building (Basement + Ground + 2 floors) at Suryanagar, Bhubaneswar, Odisha	<b>Rs 3352,41,270.00</b>	<b>Rs 33,52,500.00 (Rupees Thirty Three Lac Fifty Two Thousand Five Hundred) only</b>	Rs 5000.00 plus 18% GST i.e. total <b>Rs 5900.00 (Rupees Five thousand Nine hundred only)</b> (non- refundable)

2. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.
3. For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

**Office Address :**

Antares Systems Limited.  
E-Tender helpdesk  
#24, Sudha Complex,  
03rd Stage, 04th Block,  
Basaveshwara nagara,  
Bangalore – 560079

**Help Desk Contact Details:**

Tel: 080-4049352011  
Mobile: 9686115304, 7763816416, 9771414548  
E-mail: [lokesh.hr@etenderwizard.com](mailto:lokesh.hr@etenderwizard.com)  
[raghuprashanth@etenderwizard.com](mailto:raghuprashanth@etenderwizard.com)  
[twhelpdesk315@gmail.com](mailto:twhelpdesk315@gmail.com)  
[twhelpdesk670@gmail.com](mailto:twhelpdesk670@gmail.com)

**KEY DATES**

Sl. No.	Stage	Start Date and Time	Expiry Date and Time
1	Release of NIT	<b>28.02.2023 17.30 hrs</b>	
2	Downloading of Tender Document	<b>28.02.2023 11.30 Hrs</b>	<b>21.03.2023 17.30 Hrs</b>
3	Pre-Bid Meeting at LIC, Dy Chief Engineer's Office, 'Jeevan Prakash' 3 <sup>rd</sup> Floor, Plot No. 149(P), D-Plot-P/1, Ananta Vihar, Pokhariput, Bhubaneswar – 751020.	<b>15.03.2023 11.30 Hrs</b>	
4	Online submission of tender documents	<b>28.02.2023 11.30 Hrs</b>	<b>22.03.2023 23.59 Hrs</b>
5	Last date of physical submission of EMD, Tender Fees of Bid – I and Bid - II		<b>23.03.2023 15.00 Hrs</b>
6	Physical Opening of BID-I & II and Online opening of BID-II	<b>23.03.2023 15.30 Hrs onwards</b>	
7	Online opening of Financial Bid	<b>To be intimated to the Bidders fulfilling the Selection Criteria at a later date, also will be notified on e-Tender portal.</b>	

**The venue of the Physical Submission of BID-II:**

**Life Insurance Corporation of India**  
East Central Zonal Office,  
Engineering Department (4<sup>th</sup> floor),  
“Jeevan Deep” Building,  
Exhibition Road,  
**Patna-800001.**

## **INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS**

NOTE: Bidder should note that non-compliance of the following instructions will render the tender liable for rejection.

**1. Address to which the BID – I ( Earnest Money Deposit ,Tender document Fee if in the form of DD or BG) in a sealed envelope is to be submitted physically to :**

**The Chief Engineer,  
Life Insurance Corporation of India,  
East Central Zonal Office,  
Engineering Department (4<sup>th</sup> floor),  
“Jeevan Deep” Building,  
Exhibition Road,  
Patna-800001.**

2. Last date for receipt of tenders: Refer NIT & Corrigendum / Amendment, if any.
3. The Bidders are advised in their own interest to submit their bids well in advance from last date/time of submission of bids so as to avoid problems which the bidders may face in submission at last moment / during rush hours.
4. The Bidders should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
5. Tenderer should note that he/she has to quote lump-sum rates only. Please note that Financial Bid template will be visible to the Bidder only after registration with M/s Antares System Ltd.
6. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.
7. Performa of Articles of Agreement should not be filled in by the tenderer. While the contract shall be deemed to have come into existence on issue of letter of acceptance to the successful tenderer, formal agreement shall be signed thereafter with the successful tenderer on non-judicial stamp paper of requisite value as per the Performa of Articles of Agreement.
8. Earnest Money accompanying the tender will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque of any Nationalized Bank/Approved Scheduled Bank/RTGS/NEFT drawn in favour of “LIFE INSURANCE CORPORATION OF INDIA” payable at “**Patna**” **OR** in the form of Bank Guarantee (**as per enclosed proforma**) of any Nationalized/Scheduled Commercial Bank only (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks. Any tender, which is not accompanied by Earnest Money Deposit and Tender cost, shall be summarily rejected. No interest will be paid for the period during which the Earnest Money lies in deposit with the LIC of India. The bank guarantee in lieu of EMD submitted by the Bidders shall be in prescribed format. In case if the Bank Guarantee submitted by the Bidder is not found as per prescribed format, the bid will be liable for rejection.
9. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on

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Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company /

Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The Bidders can submit the scan copy of the same on the online portal.

10. Bidders are warned that Cash, or Encashable Cheque, or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.
11. If the Bidder fails to submit Original Bank Guarantee and /or Original DD for EMD and Tender Fee before the specified date and time, the Bid Document will be declared non-bonafide and Qualification Bid shall not be opened irrespective of the fact that scanned copy of the same might have been uploaded in e-tendering portal, even if the delay is due to extraneous factor.
12. Bidders should note that tender should remain open for consideration for a minimum period of **90 (Ninety) days** from the date fixed for the receipt of tenders.
13. The Tender document as uploaded by LIC can be viewed and downloaded free of cost by anyone including intending bidders, But Financial Bid template can be downloaded only by registered bidders. Bidders to upload all the required documents including valid GST Registration, EPF Registration, PAN Card etc.
14. The bidders are advised to submit complete details with their Qualification Bid as Technical Bid evaluation will be done on the basis of documents submitted/ uploaded. Bid with incomplete/ ambiguous information will be rejected.
15. Certificate of Financial Turnover: At the time of submission of tender, the Bidder shall upload Certificate from Registered Chartered Accountant mentioning audited financial turnover of last 3 years or for the period as specified in the tender document. There is no need to upload entire voluminous Balance Sheet. However page of summarized balance sheet (audited) and page of summarized Profit & Loss Account (audited) duly supported by the registered Chartered Accountant shall be uploaded.
16. The Experience / Completion Certificate / Performance Report should preferably be in the format prescribed ( Annexure G)

**17. The Bidder may attend the Pre-Bid meeting to be held at**

**LICI, Dy Chief Engineer's Office,  
'Jeevan Prakash' 3<sup>rd</sup> Floor,  
Plot No. 149(P), D-Plot-P/1,  
Ananta Vihar, Pokhariput,  
Bhubaneswar – 751020**

**On the date and time specified in NIT. LIC will address only those queries which are relevant and essentially required for submission of bids. LIC will upload the clarifications in the e-tendering portal to those queries which clarifications are not found in NIT/ Tender. Bidders, who could not attend the Pre-bid Meeting, may send their queries by email also prior to the pre-bid meeting date with subject line – “ Queries on Bid No. LICI/ECZO/Engg/2022-23/28 for Suryanagar Tender”. LIC will not reply to the queries which**

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**are not relevant or in contravention to NIT / Tender documents or received after the last date specified.**

18. Price Bid Template is provided in protected Excel Sheet format, keeping open only those cells where the Bidder need to fill the information like the name of Firm, Percentage rate etc. It has to be filled-up and uploaded within the specified date and time.
19. Bidders to ensure that all the uploaded documents are in readable, printable and legible form failing which the bid is liable for rejection. The documents submitted in hard copy should be duly indexed and page numbered.
20. The Life Insurance Corporation of India reserves the right to reject any or all tenders or cancel/ withdraw the invitation for bid without assigning any reason whatsoever thereof. LIC does not bind itself to accept lowest tender. LIC reserves the right to award the work to a single party or to split the work amongst two or more parties as deemed necessary without assigning any reason thereof. The Bidder is bound to accept the portion of work as offered by LIC after split-up at the quoted / accepted rates. No claim of the Bidder whatsoever shall be entertained by LIC on this account.

Chief Engineer

## **INFORMATION & INSTRUCTIONS TO THE BIDDERS FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)**

**Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), East Central Zonal Office, Patna as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

- **Registration of the Contractors/Bidders:** All the Contractors intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the e-Tender Portal (website) <http://www.tenderwizard.com/LIC>

After successful Registration on above mentioned portal, contractor will get a User ID and Password to access the website.

- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “e-Tendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an e-Tender.
- **Obtaining a Digital Certificate and its Usage:** On e-Tendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The intended bidders may obtain Class-III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from one such certifying authority as given below :-
- TATA Consultancy Services Ltd. 11th Floor, Air India Building, Nariman Point, Mumbai-400021  
website – [www.tcs-ca.tcs.co.in](http://www.tcs-ca.tcs.co.in)
- Sify Communications Ltd.  
III Floor, Tidel Park, 4 Canal Bank Road, Taramani, Chennai-600113. Website – [www.safescrypt.com](http://www.safescrypt.com)
- MTNL Trustline CA  
O/o DGM (IT-CA), 5515, 5th Floor, Core-V Mahanagar Doorsanchal Sadan, CGO Complex, MTNL, Delhi-110003. Website – [www.mtnltrustline.com](http://www.mtnltrustline.com)
- iTrust CA (IDRBT)  
Castle Hills, Road No.1, Masab Tank, Hyderabad, Andhra Pradesh -500057. Website – [idrbtca.org.in](http://idrbtca.org.in)



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- (n)Code solutions  
301,GNFC Tower, Bodak Dev,Ahmedabad-380054,  
Gujarat. Website  
– [www.ncodesolutions.com](http://www.ncodesolutions.com)
- National Informatics Centre Ministry of Communication and Information  
Technology A-Block CGO Complex, Lodhi Road, New Delhi-110003.  
Website <https://nicca.nic.in>
- e-Mudhra CA  
3i Infotech Consumer Services Ltd 3rd Floor, Sai  
Arcade, Outer Ring Road, Devarabeesanahalli,  
Bangalore 560036, Karnataka Website –  
<http://www.e-Mudhra.com>

Contractors may contact the service provider on following telephonenumber or e-mail address for any kind of support:

Lokesh H R 9686115304

Raghuprashanth B G 08040482121

E-Tender Helpdesk : [licetenderhelpdesk@gmail.com](mailto:licetenderhelpdesk@gmail.com)

E-Tender helpdesk

#24, Sudha Complex,

03rd Stage, 04th Block,

Basaveshwaranagara, Bangalore -

560079

Help Desk Contact Details:

Tel: 080-40482000/121/133/140

Mobile: 9686115304/9686115323

E-mail: [lokesh.hr@antaressystems.com](mailto:lokesh.hr@antaressystems.com)

[raghuprashanth@antaressystems.com](mailto:raghuprashanth@antaressystems.com)

- The intending bidders may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):
- The Bid (Online Offer) for a particular e-Tender may be submitted only using the Digital Signature Certificate (DSC), In case, during the process of a particular e-Tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

EAST CENTRAL ZONAL OFFICE, PATNA

- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate /power of attorney to that User. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of agency for LIC of India as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firms to inform the certifying authority or Sub Certifying Authority; in case of change of authorized user and that a fresh digital certificate is procured and issued an “authorization certificate” for the new user. The procedure for application of a digital certificate will remain the same for the new user.
- The same procedure holds true for the authorized users in a Private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Download of Tender Documents:  
The tender documents can only be downloaded from the Electronic Tendering System on the Portal <http://www.tenderwizard.com/LIC>.
- Submission of Online Bids:  
The Bidder need to download the Bid Documents including the Blank Template of Price Bid. The Price Bids Template is to be filled without making any changes in the format and the completely filled in templates of Price Bid shall be digitally signed and uploaded on the e-Tender Portal using DSC within the time and last date specified for submission of Bids. The Tender Document including amendments shall also be digitally signed and uploaded on the e-tender portal using Digital Signature Certificate. The scanned copies of self-attested supporting documents of Qualification Bid, scanned copies of DD/Pay Order/ BG in lieu of EMD and DD/Pay Order for Tender Document Fee are to be uploaded while submitting the Bids.

The bidders are strictly advised to follow dates and time as mentioned. The date and time will be binding on all the bidders. The bidders are required to complete the stage within the stipulated time as per the schedule to continue their participation in the tender. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and time of the stage as defined.

The bidder should ensure that the status of a particular stage should be shown as “Submitted” before the expiry date and time of that particular stage and he should possess a copy of receipt of completion of each stage to be performed from his end. It will be the sole responsibility of the bidder if the status of a particular stage is “pending” till the expiry date and time of that stage and he is not able to proceed further in the e-tendering process.

## **TENDER EVALUATION PROCEDURE**

**Tenders** are invited in Three Bid tendering system.

1) **BID I** (E.M.D. & Tender Cost) : Tender Fee (non-refundable) in the form of Demand Draft / MR for Cash Deposit and Earnest Money Deposit (E.M.D.) in the form of DD and/or B.G. to be remitted as detailed in Qualification notice. On the due date of opening of BID-I, the sealed envelopes consisting of EMD and Tender Cost submitted by the Bidders shall be opened first. The Bank Guarantee of EMD and D.D./pay order submitted in Original in Physical Form shall be examined and if it is found in order as per the requirements stated in NIT, the Qualification Bid (BID No. II) of Bidders whose EMD & tender Fee are found in order shall be opened online . For those who have remitted EMD/ Tender Processing Fee through NEFT, Bank Statement will be verified and if the same appears in Bank Statement, their Qualification Bid (BID No. II) will be opened.

2 **BID-II** (Qualification) Evaluation: Eligibility related documents uploaded by the Bidders as well as submitted physically shall be scrutinized and evaluated viz-a-viz the Qualification Criteria given in detailed E-Tender Notice of all the bidders who have submitted valid Earnest Money Deposit and Tender Fee. The veracity of the Bank Guarantee of EMD and Solvency/Bankers Certificate shall be confirmed from the issuing Bank. The documents related to work experience shall be verified from the Employers for whom the qualifying works are executed by the Bidders and CRs shall be collected. Some of the works of the Bidders may be inspected by LIC Officials. In the meantime, pending Confidential Reports from the past Clients of the Bidders, LIC may decide provisional Qualification of the Bidders based on the submitted documents. The list of qualified bidders with date and time for opening of Price Bids shall be notified on e- Tender Portal <http://www.tenderwizard.com/LIC>. The EMD of the non- qualified Bidders shall be refunded within 10 days from the date of notification of Pre- qualified agencies.

3. In case if the BG submitted by the Bidder is not in order and or found not genuine, the Bidder will not be qualified for opening of Price Bid and shall be barred from participating in the tender of the Corporation for 3-5 years and the information will be shared with Govt. of India, Banks another financial institutions, their previous/present employers etc

4) BID-III (Financial Bid): The Financial Bids of Qualified bidders will be opened on the notified date & time.

All the documents of L-1(lowest bidders) pertaining to their Qualification i.e. Solvency Certificate, Turnover, Qualifying Works & Confidential Report from Previous Employers shall be verified and their lowest Financial Bid shall be considered for acceptance, only if all the document submitted are found in order on verification and favorable Confidential Report are received from Previous Employers.

5) In case, the documents submitted by the L-1 bidder are found not to be in order and it is established that L-1 bidder have submitted improper / false documents and their Confidential Report from previous employer are received unfavorable, then their lowest bid shall be rejected. In case of document submitted by L-1 bidder is/are found to be false/fabricated and not genuine, in addition to rejection of lowest bid and debarment of the bidder for participating in future tendering in LIC of India to be imposed and the EMD of L-1 bidder shall be forfeited. The information regarding their debarment in LIC of India shall also be shared with other PSUs /Govt. Departments. And process for re-invitation of above tender shall be reinitiated

**7) The Bidder is required to maintain the confidentiality of the bidding process:**

**(i) Information relating to the examination, clarification, evaluation and comparison of bids, and recommendations for the award of a contract shall not be disclosed to bidders or any other person not officially concerned with such a process until the award to the successful bidder has been announced.**

**(ii) From the time of bid opening to the time of contract award, no bidder shall contact the concerned Engineering departments on any matter related to the bid, except on request and prior written permission.**

**(iii) Any effort by the bidder to influence in bid evaluation, bid comparison or contract award decisions will vitiate the process and will result in the rejection of the bidder's bid.**

6) All the rights for rejection / consideration of L-1 Bid (Lowest Bid) are reserved with LIC of India without assigning any reason whatsoever.

CHIEFENGINEER

Note:

- 1) The EMD of the Bidders, who do not qualify in Qualification Bid, will be released without opening their Financial Bid.
- 2) Notwithstanding anything stated above, LIC reserves the right to assess the capabilities and capacity of the tenderer/bidder to perform the contract, in the overall interest of LIC. In case, tenderer's capabilities and capacities are not found satisfactory, LIC reserves the right to reject the tender.

## **INSTRUCTIONS FOR FILLING AND SUBMISSION OF QUALIFICATION FORM**

The Qualification Form along with the Annexure A1, A2 and B to H shall be completely filled in all respect as per instructions for filling and uploaded in the E-tendering portal.

Bidders to note that all particulars required as per the form and Annexures shall be filled in completely in relevant place strictly as per the format. The forms not submitted strictly as per the above instructions are liable to be rejected,

The Qualification Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated.

Latest (Not more than one year old as on the last date for submission of Bids) Solvency/ Bankers Certificate from any Scheduled Commercial Bank (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks) of an amount mentioned in the Qualification tender notice should be uploaded and physically submitted along with BID - II.

Alternatively the Bidder may submit Net Worth Certificate (Not more than one year old as on the last date for submission of Bids) of amount not less than the amount specified in NIT and issued by the registered Chartered Accountant as per details given in NIT and in the Format attached herewith shall be submitted. Document in support of Annual Turn Over and Bidding Capacity should also be enclosed. All documents to be completed as per Check List. Those documents required to be Notarized as per instructions to be followed.

The Bidders are advised to follow the instructions given below:

Qualification Form shall be filled in capital letters or typed and uploaded on the e- tendering portal. Hard copy of the same in bound form with all filled-in Annexures and supporting documents to be enclosed with it.

Full address of the site of work, owner or authority under whom the works have been carried out including its contact number and email address should be given (Please refer Annexure D & E). The Bidder should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill as given in Annexure D.

The annual value of construction work i.e. Engineering construction works like Civil/Electrical / MEP should certified by a Chartered Accountant. Copy of Agreement in case of works carried out for private agencies should be enclosed. Please see Point No. 07 of 'Qualification Notice' for additional documents to be submitted with the Qualification Bid.

All the documents uploaded are to be self attested by the authorized signatory and notarized as instructed.

Please note that submission of this form does not confer any right on you to claim issue of tenders. Chief Engineer reserves the right to reject the Qualification BID of the applicant(s) without assigning any reason whatsoever.

Encl: Enrolment Form with Annexure A1, A2 and B to G

**CHIEF ENGINEER**

**FORM FOR QUALIFICATION OF BIDDERS - P1**

Please note that all documents required to be submitted along with filled in Enrolment form are to be self attested by the authorized person of the applicant with an undertaking that full responsibility is taken by him/her on behalf the applicant for veracity of submitted documents.

I / We \_\_\_\_\_ am / are desirous of carrying out the above mentioned work and hereby apply for the **“Proposed Construction of OQ & Parking building on EPC basis and demolition of existing Annexe Building”**. I/We give the following details for your consideration:

SI.No	QUERY		ANSWER
1	Name of the firm	:	
2	Address:		
3	PAN No		
	TIN No.		
	Goods & Service Tax (GST) No.		
4	Contact Details	Office Phone No.	
		Residence Phone No.	
		Mobile No.	
		Fax No.	
		Email	
5	Telegraphic Address, if any		
6	Month and year in which the firm was established in present name		
7	Particulars of old firm (if present firm is new)if main partners of the present firm were working as construction contractors, in some other name in the past (The partnership deed of old firm be enclosed).		
8	Particulars of sister construction firms, if any		
9	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		

	ii) Enclose copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per <b>Annexure A-1</b> .		
	iii) Fill-in enclosed <b>Annexure A-2</b> .		
10	Fill and enclose <b>Annexure B</b> giving details of enrolment with LIC of India in the past and with other organizations.		
11	Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. / Organizations ( undertakings, boards, corporations, local bodies etc).		
12	i) Annual Turn Over for last three years (enclose documentary evidence or proof to support figures duly certified by Chartered Accountant with membership no.)		YEAR
		i	2017-2018
		ii	2018-2019
		iii	2019-2020
		iv	2020-2021
		v	2021 - 2022
	ii) What evidence of proof is enclosed to support the amounts of yearly turnover		
	iii) Enclose latest income tax clearance Certificate/ Return		Certificate enclosed for Assessment year _____
	iv) Enclose statement of Accounts of last 5 years as mentioned above duly certified by the Chartered Accountant (i.e.2017-2018, 2018-2019, 2019-2020, 2020-2021 & 2021-2022).		
13	i) Name and complete postal address of bankers		
	ii) Enclose Solvency Certificate indicating amount ( The Certificate should not be more than 6 months old)		



	<p>iii) a) Complete address of the Bank who has issued solvency certificate:</p> <p>b) <u>Telephone No. of the Bank connecting Branch Head:</u></p> <p>c) <u>E-mail ID of the Bank:</u></p>	
	iv) Net Worth Certificate	Value : Rs                                  Lakh
	v) Bank Guarantee limit with Various banks.	<p>i) Rs.....Lac with.....</p> <p>ii) Rs.....Lac with.....</p> <p>iii) Rs.....Lac                                  with .....</p>
14	<p>i) Enclose list of immovable properties with complete postal addresses, full description &amp; reasonable market value of property duly Self attested/ Certified.</p> <p>Note : If called for, valuers certificate for above declared list and value to be submitted by Contractor.</p>	<p>Rs. _____</p> <p>of _____</p> <p>Date _____</p>
15	<p>i) Particulars of movable properties duly Self attested / Certified</p> <p>Value of tools &amp; plants</p> <p>Other Assets</p> <p>Total</p> <p>Note : If called for, valuer's certificate for above declared list and value, to be submitted by Contractor</p>	<p>Rs.</p> <p>Rs.</p> <p>Rs.</p>
16	Fill in and enclose list of tools & plants as per <b>Annexure-C</b> enclosed.	
17	<p>Fill in &amp; enclose <b>Annexure-D</b> giving full particulars about major works completed during past <b>Seven years</b></p> <p><b>NOTE: List of only those works which are carried out by firm requesting for qualification is to be given with Completion Certificate must be notarized with address &amp; contact numbers of issuing authority.</b></p>	

18	<b>Work in Progress:</b>		
	Whether full details of major work on hand given in <b>Annexure-‘E’</b> <b>Note : The details must be notarized</b>		
	ii) Are copies of work orders for such large works enclosed		
19	Whether full information regarding permanent technical staff employed given in <b>Annexure ‘F’</b>		
20	Bidding Capacity (As per duly notarized Affidavit)	Rs	lakh
21	i) How do you normally carry out works of <b>water supply, sanitary and plumbing</b> installations		
	ii) Who is the license holder and what is his experience of this work is.		
22	i) How do you normally get work of <b>Electrical installations</b> carried out		
	ii) Who is the license holder & what is his experience		
23	Any <b>other information</b> the applicant might like to give		

**DECLARATION**

I/We agree to notify the officer accepting this application and registering my/our names on list of contractors of Life Insurance Corporation of India, of any changes in the foregoing particulars as and when they occur and to verify and confirm.

I/We understand and agree that the appropriate Life Insurance Corporation of India Authority has the right as he may decide, not to issue tender form in any particular case and also to suspend, remove or blacklist my/our name from Life Insurance Corporation of India list of contractors in the event of my/our furnishing false particulars in the enrolment form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Life Insurance Corporation of India Authority shall be final and conclusive.

I/We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.

PLACE :

DATE :

SIGNATURE OF CONTRACTOR

**ANNEXURE – A1**

**A F F I D A V I T**

(On Non Judicial Stamp paper of **Rs. 1000/-** in case the individual who is the sole proprietor of the firm)

I ..... s/o  
..... age ..... years, occupation business  
r/o ..... do hereby state on oath as under:

That I am residing in ..... locality of  
District ..... since last ..... years.

That I am the sole proprietor of a proprietary concern name and style as  
“.....” having it’s office at .....  
District ..... dealing in business of Government, civil contracts and  
ancillary works attached therefore.

Hence this affidavit.

Deponent \_\_\_\_\_

Note: **This Affidavit shall be notarized.**

**ANNEXURE A2**

**CONSTITUTION OF FIRM –  
SOLE PROPRIETORSHIP/PARTNERSHIP/LTD.CO./OTHER**

DETAILS OF CONSTITUTENTS

Sr. No .	Name of sole partner or Director / other High Officials	Age	Share	Technical Experience			Whether power of attorney Holder
				Year to Year to	As Employee	As contractor	
1	2	3	4	5	6	7	8

**Note:**

For Partnership Firm- A declaration to be provided that this person involved in DSC is same person authorized to power of atorny.

SIGNATURE OF CONTRACTOR

**ANNEXURE – B**

**PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION**

- I. ENROLMENT WITH LIC :
- Name of works for 1)
- Which enrolled by 2)
- L.I.C. in the past 3)
- 4)
- Sr. Nos. for which tenders were submitted :
- Sr. Nos. for which work-order was received:

II. ENROLMENT WITH OTHER ORGANISATIONS:

Sr. No.	Name & Address of Authority with whom you are enrolled	FIRST TIME ENROLMENT		LAST RENEWAL OR ENROLMENT			
		Year to year	Is copy of letter enclosed	Year to year	Class or Category	Limit (Rs. in Lac)	Is copy of letter enclosed
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

SIGNATURE OF CONTRACTOR

ANNEXURE-C

**PARTICULARS OF SHUTTERING TOOLS AND PLANT**

Sr No.	Item	Specification	Quantity	Estimated Value	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.	a) Shuttering plates b) Shuttering wooden planks c) Wooden props d) Steel props				
2.	Concrete Mixers				
3.	Concrete Vibrators i) Petrol Driven ii) Electric Driven				
4.	Tower Hoist				
5.	Trucks				
6.	Welding Equipments				
7.	Pump-Sets				
8.	Floor-Polishing Machine				
9.	Cranes				
10.	Others				

SIGNATURE OF CONTRACTOR



## ANNEXURE – D

**LIST OF MAJOR WORKS COMPLETED DURING LAST SEVEN YEARS**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address of			Order			Value of work as per final bill (Rs. in Lac)	Commencement of work, month Year	Completion of work, month Year	Penalty levied for delay of completion, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Contract Amount (Rs. in Lac)	Is copy enclosed				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER





## ANNEXURE – E

**LIST OF WORK IN HAND**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address of			Order			Date of commencement of work	Scheduled date of completion of work	Progress made and expected date of completion and reasons for delay, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Amount (Rs. in Lac)	Is copy enclosed			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

**ANNEXURE – F**
**PARTICULARS OF PERMANENT TECHNICAL STAFF**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Age</b>	<b>Academic Qualification</b>	<b>Service with the Firm</b>	<b>Details of Experience Year to Year</b>
(1)	(2)	(3)	(4)	(5)	(6)	(7)

**SIGNATURE OF CONTRACTOR**

**ANNEXURE – G**

**PERFORMANCE REPORT OF WORKS REFERRED IN PRE-QUALIFICATION BID**

1. Name of work/ project & location :
2. Agreement No. :
3. Estimated Cost :
4. Value of Work done/ Final Bill Amount :
5. Date of start :
6. Date of Completion
  - (i) Stipulated date of completion :
  - (ii) Actual date of completion :
7. Period of delay beyond stipulated date of completion, if any
  - (a) Extended period without imposition of penalty :
  - (b) Extended period with imposition of penalty :
8. Performance Report :

I)	Contractor's Site Organisation	:	(a) Well organized (b) Adequate (c) Poorly organised
II)	Quality of materials with reference to specifications	:	(a) Good (b) Satisfactory (c) Poor
III)	Workmanship & Supervision	:	(a) Good (b) Satisfactory (c) Poor
IV)	Labour Relations and facilities	:	(a) Good (b) Satisfactory (c) Poor
V)	Attitude towards settlement of disputes and differences	:	(a) Co-operative (b) Non co-operative
VI)	Safety Records		
	(a) Were there any accidental/ structural collapses at site	:	(i) Yes (ii) No
	(b) If answer to (a) is Yes, state whether due to	:	(i) Negligence (ii) Improper work (iii) Reasons beyond control

1. Any other Remarks :

Dated

Executive Engineer or Equivalent

( Note : This format shall be part of Pre-qualification Form and the Bidder shall obtain Performance Certificate from the Employer in above format and submit along with Pre-qualification documents)

EAST CENTRAL ZONAL OFFICE, PATNA

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**ANNEXURE – I**

To

Chief Engineer / Dy. Chief Engineer (I/C),  
.....Office,

**BANKERS CERTIFICATE FROM A BANK**

This is to certify that to the best of our knowledge and information that M/s / Shri.....  
.....having marginally noted address as a customer of our bank are/ is respectable  
and can be treated as good for any engagement up to a limit of Rs.....  
( Rupees.....).

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(Signature of Authorized official)

For the Bank

**NOTE:**

1. Banker's certificate should be on letter head of the Bank, addressed to Tender Issuing Authority.
2. In case of partnership firm, certificate should include names of all partners as recorded with the Bank.
3. The bid will not be considered valid if any change to the above format is made.

**ANNEXURE – J**

FORM OF CERTIFICATE OF NETWORTH FROM CHARTERED ACCOUNTANT.

It is to certify that as per the audited balance sheet and Profit & Loss Account during the Financial Year ....., the Net Worth of M/s. .... ( name & registered address of individual/ Firm/ Company )as on 31<sup>st</sup> March ..... ( previous financial year from the year in which NIT is published ) is Rs. .... ( Rupees ..... ) after considering all liabilities. It is certified that computation of Net Worth based on my / our scrutiny of the Books of Accounts, Records and Documents is true and correct to the best of my / our knowledge.

( Signature of Chartered Accountant ) Name  
of Chartered Accountant. Membership No. of  
ICAI:

Date :

Seal :

Note :

1. The Net Worth certificate should be on letter head of the Chartered Accountant.
2. In case if Bidder is partnership firm, certificate should include names of all partners as recorded with the Chartered Accountants.

EAST CENTRAL ZONAL OFFICE, PATNA

### QUALIFICATION BID CHECKLIST

Sr. No.	Description of Enclosure	Refer Item of form	Uploaded YES/NO
1.	Partnership deed / Articles of Association / Affidavit (★) Annexure A-1	9 (ii)	
2.	Annexure (A-2) as supplied	9 (iii) (Particulars of Partners)	
3.	Annexure – B (as supplied)	10 (Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover/ Audited Balance Sheets	12 (i)	
5.	Latest I.T. Returns	12 (iii)	
6.	Certificate of Chartered Accountant	12 (iv)	
7.	Solvency Certificate/ Net Worth Certificate	13 (ii)/ 13(iv)	
8.	Certificate of Bank Guarantee	14(iv)	
9.	Form No. 26AS and Form 16A for the relevant period of qualifying works	14(v)	
10	Immovable Property certificate	14 (i)	
11	Movable Property certificate	15 (i)	
12	Annexure 'C' (as supplied)	16 (Particulars of tools/ plant)	
13	(★) Annexure 'D' (as supplied)	17 (List of major works completed during last 7 years)	
14	Completion Certificates	17	
14	Annexure 'E' (as supplied)	19 (i) (List of work in hand)	
15	Copies of work order	19 (ii)	
16	Annexure 'F' (as supplied)	19 (Particulars of permanent technical staff)	
17	Annexure G	Performance Certificate – for each work	
18	Annexure I	Bankers Certificate	
19	Annexure J	Net Worth Certificate	
20	Integrity Pact as per format		
(★) Notarised			

**SIGNATURE OF THE CONTRACTOR**

EAST CENTRAL ZONAL OFFICE, PATNA

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## PRE CONTRACT INTEGRITY PACT

General:

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of..... 2019. , between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as "LIC") a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (XXXI of 1956) and having its corporate office at "Yogakshema" Jeevan Bima Marg Mumbai 400021. (here in after called the "BUYER" which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/s ..... represented by Shri..... (Hereinafter called the "BIDDER /SELLER/SERVICE PROVIDER" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure..... (Name of the Stores/ Equipment/Item/Service) and the BIDDER/Seller/Service Provider is willing to offer/has offered the stores/services and

WHEREAS the BIDDER/Seller/Service Provider is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under the LIC Act 1956.

NOW, THEREFORE,



To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/ equipment/ item/service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERS/Sellers/Service Providers to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:-

1. Commitments of the BUYER

The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organization or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting on implementation process related to the contract.

The BUYER will, during the pre-contract stage/evaluation stage, treat all BIDDERS alike and will provide to all BIDDERS the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in

comparison to other BIDDERS.

All the officials of the BUYER will report to the “Chief Vigilance Officer” of the Buyer any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.

2. In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

Commitments of BIDDERS

3. The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post- contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation,

contracting and implementation of the contract.

The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavor to any person in relation to the contract of any other contract with the Government.

Foreign BIDDERS shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERS shall disclose their foreign BUYERS or associates.

BIDDERS shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.

The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries, including officials of the BUYER or their family members, if any, in connection with the contract and the details of services agreed upon for such payments.

The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

The BIDDER/Contractor will not commit any offence under the relevant India Penal Code (IPC) /Prevention of corruption (PC) act. Further, the bidder will not use improperly, for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

If the Bidder or any of the key personnel of the bidder, actively involved in the project is a relative of any of the actively involved personnel of the Buyer, the same should be disclosed.

The term 'relative' for this purpose would be as defined in section 2(77) of the Companies Act, 2013.

The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.

The Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

#### 4. Previous Transgression

The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.

The BIDDER agrees that if it makes an incorrect statement on this subject, or committed a transgression through a violation of any of the clauses of the commitments of bidder, BIDDER can be disqualified from the tender process or the contract, if already

awarded, can be terminated for such reason.

**5.** Sanctions for Violations:

Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any; compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (v) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such

EAST CENTRAL ZONAL OFFICE, PATNA

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cancellation/recession and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.

(vi) To debar the BIDDER from participating in the future bidding processes of LIC for a minimum period of five years which may be further extended at the discretion of the BUYER.

(vii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.

(viii) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

The BUYER will be entitled to take all or any of the actions mentioned at para 5.1(i) to (viii) of this pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes of this Pact.

#### **6.** Independent Monitors:

The BUYER has appointed (hereinafter referred to as Monitors) for this Pact in consultation

EAST CENTRAL ZONAL OFFICE, PATNA

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with the Central Vigilance Commission.

Name, address, email of the Monitor(s):

a) Mr. G.V. Krishna Rau, Ex-Addl. Chief Secy. & development commissioner, Govt. of Karnataka, Villa 116, The Retreat, Tharabanahalli, Chikkajala post, Bangalore-562157 Ph no: 9880240080 Email: gvkrishnarau@gmail.com

b) Shri Rajni Kant Mishra, IPS (Retd), Ex Director General in BSF, B-1801, Amrapalli Sapphire, Sector – 45, NOIDA, Uttar Pradesh, PIN – 201303, Email address : rkm592002@yahoo.co.in & rkmishra84@gmail.com , Mobile : 9717328500

The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder as confidential.

Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

As soon as the Monitor notices, or has reason to believe, a violation of this pact, he will so inform the Executive Director (E&OS), LIC.

The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same



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is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, LIC and recues himself / herself from that case.

The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

The Monitor will submit a written report to the Chairman, LIC within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

If the Monitor has reported to the Chairman, LIC, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Chairman LIC has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

**7.** Facilitation of Investigation:

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In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER. The BIDDER shall provide necessary information and documents in English and shall extend all possible help of the purpose of such examination/inspection.

**8.** Law and Place of Jurisdiction:

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

**9.** Other Legal Actions:

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

Changes and supplements as well as termination notices need to be made in writing.

**10.** Validity:

The validity of this Integrity Pact shall be from date of its signing and extend upto 12 months after the last payment under the contract. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their

EAST CENTRAL ZONAL OFFICE, PATNA

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original intentions.

11. The parties hereby sign this Integrity Pact at.....on.....

BUYER

BIDDER

Name of the Officer:

CEO:

Designation Deptt./

Witness

1.....

1.....

2.....

2.....

(Note:Bidder/ Seller/ Service

Provider

Stores/equipment/item/service

Bidding process/ bid evaluation/process of availing services

- Appropriate word may be used where ever applicable without altering the purpose /desired intention of the clause. )

**BANK GUARANTEE IN LIEU OF EARNEST MONEY**  
**(On Non-judicial Stamp Paper of appropriate value)**

To  
The Life Insurance Corporation of India  
East Central Zonal Office  
Engineering Department  
Jeevan Deep Building  
4th Floor, Exhibition Road,  
**Patna-800 001**

In consideration of the Life Insurance Corporation of India a body Corporate constituted and established by Life Insurance Corporation Act, 1956 (Act 31 of 1956) and having its Central Office at "Yogakshema" , Jeevan Bima Marg, Mumbai and its East Central Zonal Office at Patna in the State of Bihar (hereinafter called "The Corporation" which expression shall include its successors and assignees wherever context or meaning shall so require or permit) published a tender for the work having name and title.....

..... (hereinafter called "The Tender" which expression shall include any amendment, alteration to "The Tender" issued by "The Corporation")

M/S..... a partnership firm / sole proprietor / a company registered under the company act, 1956 having its office at ..... (here in after called "The Tenderer" which expression shall include its executors, administrators and assigns) having participated against "The Tender" for Construction / Execution of works for "The Corporation" and "The Corporation" having agreed to accept the payment of Earnest Money amounting to Rs..... (Rupees.....

.....Only) in form of an unconditional and irrevocable Bank Guarantee for the fulfillment of laid down condition of "The Tender",

1. We,..... Bank having office at ..... (herein after referred to as "The Bank" which expression shall include its successors and assigns) at the request and on behalf of "The Tenderer" do hereby guarantee and undertake to pay " The Corporation " immediately on demand any or all money to the extent of Rs.....(Rupees..... only) as aforesaid at any time upto ..... ( date) without any demur , reservation , contest, recourse or protest and / or without any reference to "The Tenderer". Any such demand made by "The Corporation" on "The Bank" shall be conclusive and binding notwithstanding any difference between " The Corporation" and " The Tenderer " or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

2. We .....("The Bank") agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till "The Corporation" discharges this guarantee.

3. We, ..... Bank further agree that the amount demanded by "The Corporation" as such shall be final and binding on "The Bank" as to " The Bank " 's liability to pay and the amount demanded and "The Bank" to undertake to pay "The Corporation" the amount so demanded on first demand and without any demur

notwithstanding any dispute raised by "The Tenderer" or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.

4. We, ..... Bank further agree with "The Corporation" that "The Corporation shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of "The Tender"/ or to extend time of performance by "The Tenderer" from time to time or to postpone for any time to time any of the powers exercisable by "The Corporation" against "The Tenderer" and to forbear to enforce any of the terms and conditions relating to "The Tender" and we shall not be relived from our liability by reason of any such variation or extension being granted to "The Tenderer or for any forbearance, act or omission on the part of "The Corporation" or any indulgence by "The Corporation" to "The Tenderer" or by any such matter or things whatsoever which under the law relating to sureties would but for this provision have the effect of reliving us.

5. NOTWITHSTANDING anything hereinbefore contained, our liability under this Guarantee is restricted to Rs..... ( Rupees.....Only). Our liability under this guarantee shall remain in force until expiration of six (6) months from the due date of opening of "The Tender". Unless a demand or claim under this guarantee is made on us in writing within said period, that is, on or before ..... all rights of "The Corporation" under the said guarantee shall be forfeited and we shall be relived and discharged from all liabilities there under.

6. We, ..... Bank further undertake not to revoke this guarantee during its currency except with the previous consent of "The Corporation" in writing.

7. We, ..... Bank lastly agree that "The Bank" 's liability under this guarantee shall not be affected by any change in the constitution of "The Tenderer".

8. "The Bank" has power to issue this guarantee in favour of "The Corporation" in terms of the documents and/or the Agreement / Contract or MOU entered into between "The Tenderer " and "The Bank" in this regard.

IN WITNESS WHEREOF "The Bank" has executed this document on this ..... day of .....

For .....Bank  
(by its constituted attorney)  
(Signature of a person authorised to sign on behalf of "The Bank")

## ANNEXURE – X

**BANK ACCOUNT AND OTHER DETAILS:**
**To be submitted along with BID - I**

Sl. No	Description	Details
01	Name of the Company/Firm/Entrepreneur Institute, etc	
02	Address	
	Phone Number	Mobile:
		Land Line:
	E-Mail ID	
03	Bank Account Details:	
A.	Account No	
B.	Type of Account	
C.	IFSC/RTGS Code	
	(Enclose Cancelled Cheque leaf)	
04	PAN No *	
05	TIN Registration No.*	
06	GST IN Registration No.*	

I declare that, the above furnished information is correct. During the contract period, if any changes took place in the above said information, the same will be informed with the valid reasons.

SIGNATURE