



भारतीय जीवन बीमा निगम, मंडल कार्यालय, पंडरी, रायपुर (छ.ग) 492004

Ref: Sales/Tender/ Trophies & Mugs
To,

Date-15.03.2024

Dear Sir/Madam,

Sub: Quotations of Rates & Supply, of Super Excellence Performer Plaque and Excellence Performer Trophies (Big, Medium & Small Sizes) , are invited from Empanelled vendors of Raipur Division only.

As per list attached with this Tender calling note.

- 1 .All Pages of Terms, Conditions and instructions for Bidders duly signed by the authorized Signatory of the Bidder.**
- 2. Packing of Trophies:** Should be first wrapped in plastic bubble sheet separately for both & subsequently it would be packed in a Carton box.
- 3. Tender fee (Non refundable) Rs.250.00 +18% GST, Total Rs.295.00 (Rs.Two Hundred Ninety Five only) in form of Demand Draft in favour of "LIC of India" payable at Raipur to be submitted along with the tender.**
- 4. Quality:** Strictly as per Specification.
- 5. Delivery of Items to be done:** SALES DEPARTMENT, ^{2nd} Floor, LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (CG).
- 6. Terms & Conditions:**
 - (A)** The quotation in a **SEALED envelope marked "Quotation for rates & supply of "Excellence Performer Trophy & Super Excellence Performer Trophy."** Should reach this office Sales Deptt. LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (C.G.) **latest by 3 PM on 27.03.2024.** Quotations received after the time will be rejected.
 - (B)** Quotations received within time limit at our end will be opened on **27.03.2024 AT 03.30 PM** at Sales Department, LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (C.G.)
 - (C)** Quotations must be sent in the **ATTACHED FORMAT ONLY** on Firm's letterhead duly signed by Proprietor/ Partner / Director / Manager with seal of the Firm on all pages.

(D) Earnest Money Deposit: Original Physical Demand Draft/Pay order of Rs 25000/- (Rs. Twenty Five Thousand Only-) in favour of "Life Insurance Corporation of India" payable at Raipur towards EMD OR MSME certificate claiming exemption from EMD to be submitted with quotation. EMD of unsuccessful vendors will be refunded within one month from the date of finalization of tender. In case of successful vendor, the EMD shall be refunded within one month of completion of the tender process. Kindly note that EMD will not fetch any interest.

(E) Rates quoted must be Inclusive of delivery and all other charges & Excluding GST

(F) In case of failure to deliver the goods on or before the specified date/s, the Corporation shall be at liberty to purchase the goods or such part thereof as it may decided, from any other supplier and the supplier at default shall be liable to make good any loss or damage that the Corporation may suffer due to such purchases as shall be called upon to pay to the Corporation, liquidated damages as provided under herein under. In addition, the Corporation also reserves the right to blacklist the Vendor for not executing the allotted job and for causing damage to the image and goodwill of the Corporation & charge penalty of 10% of total order value.

(G) Payment will be made through NEFT only after orders are completed & received. No advance payment will be made.

(H) Any quotation not in compliance with these terms & conditions will be liable for rejection. Sr. Divisional Manager reserves the right to accept or reject any quotation in full or part.

(I) Any dispute arising out of or relating to this tender shall be deemed to have arisen in RAIPUR and shall be under jurisdiction of a court in RAIPUR.

(J) The Senior Divisional Manager reserves the right to reject any or all tender quotations without assigning any reason and to make partial or complete changes in the terms and conditions of the tender.

(K) Rates shall be valid for a period of 01 year from the date of approval by competent authority

(L) Successful Bidders will have to supply additional quantity at the same rate of contract as required.

(M) No advance payment will be made till the order is fully executed in one single lot as specified.

(N) Successful bidder will have to submit security deposit or Bank Guarantee of a Scheduled Bank in lieu of security deposit equivalent to an amount to the extent of 10% of total order value within 15 days from the date of placing order. The Bank Guarantee must be of a Scheduled Bank and should be valid for Two years from the date of Contract. The Bank Guarantee will be released after settlement of the final bill upon conclusion of the contract.

Senior Divisional Manager