



Life Insurance Corporation of India.
Patna Divisional Office-2

Detail address –Jeevan Ganga Building , Fraser Road , Patna-800001, Telephone No-(0612) 2232504

As per in principle approval of PPC dated 27.09.2024 by Zonal Office for shifting of Mairwa SO, a tender schedule has been proposed as details given below:-

TENDER SCHEDULE

Description		
1	Name of work.	Tender for hiring of premises Satellite Office at MAIRWA, Distt.- SIWAN.
2	Cost of tender document (non refundable)	250/- (Rupees Two Hundred Fifty only)
3	Carpet Area (in sq.ft. / in sq.mt.)	1300 Sq.ft. to 1500 sq.ft. (± 5% variation in areas is acceptable)
4	Earnest money deposit	2000/- (Rupees two thousand only)
5	Date of issue of tender documents	The tender documents will be issued from 17.10.2024 to 11.11.2024 between 11.00 am to 3.00 pm (Excluding Holidays , Saturdays & Sundays) from the above office on payments of non refundable tender cost by demand draft/ pay order in the favour of " Life Insurance Corporation of India ", Payable at Patna.
6	Last Date & Time of receiving / submission of tender documents	On 11.11.2024 up to 03.00 Hrs.
7	Date & Time of Opening of Technical Bids of tender documents	On 11.11.2024 at 15.30 Hrs.
8	Date & Time of Opening of Financial I Bids of tender documents	Shall be intimated later on to technically qualified bidders.
9	Time limit for handing over possession of the premises	Immediately after date of issue of acceptance letter
10	Lease period / Contract Period	As mentioned in the terms and condition of the contract
11	Notice period for termination of contract	04 (four) months on either side

12	Validity of tender	03 months from the date of opening of Technical Bids
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An advertisement for new premises has to be published in **one Hindi i.e Dainik Jagran and one English i.e The Times of India** on **17.10.2024** and tender documents to be uploaded on LICl site . www.licinida.in.

The competent authority is now requested to approve the following-

- a. To approve tender schedule as proposed above
- b. To upload bid documents on LICl site www.licinida.in
- c. To approve to advertise through newspapers on **17.10.2024** in one Hindi and one English daily.



AO (E&OS)



Manager (E&OS)



Sr. Divisional Manager