

**LIC****LIFE INSURANCE CORPORATION OF INDIA**

DIVISIONAL OFFICE, "JEEVAN PRAKASH",

P.B.No.15, DARGAMITTA, NELLORE - 524003. (A.P.)

Phone No.0861-2329185.

भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA**APPLICATION FOR EMPANELMENT FOR PURCHASE OF COMPETITION PRIZES, GIFT ARTICLES AND MEMENTOS**

| SL.N O | INFORMATION SOUGHT | INFORMATION PROVIDED |
|-----------|--|-------------------------|
| 1 | Name of the Firm/Supplier(in Block Letters) | |
| 2 | Nature of Ownership | |
| 3 | Date of establishment/incorporation of the firm | |
| 4 | Telephone Numbers: Office : Mobile Number : E-mail id : | |
| 5 | Complete Address of Head office (if separate from above) with Contact Number and mail id | |
| 6 | Status-whether Proprietary/ Partnership/ Private Ltd.company | |
| 7 | Names of Partners/ Proprietors/ Directors | |
| 8 | Name of the chief Executive with his present address and Telephone Number | |
| 9 | Name of the Representative with Designation who would be calling on us and attending to our jobs | |
| 10 | Name of the Bankers with Telephone number | |

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|----|--|--|
| 11 | <p>Is the Firm registered under the Shops & Establishment Act? If So,</p> <p>a. License Number</p> <p>b. Date of latest renewal of license (copy of the renewal of license to be enclosed)</p> <p>c. PAN</p> <p>d. ESIS NO., if any</p> <p>e. EPF Registration NO., if any</p> | |
| 12 | <p>State the latest Income Tax Assessment Year and the amount of Tax Assessed (copies of last 3 years IT returns, Balance Sheet, P&L Account to be Enclosed)</p> | |
| 13 | <p>Turnover for last 3 Years</p> <p>2021-22</p> <p>2022-23</p> <p>2023-24</p> | |
| 14 | <p>Is your firm blacklisted/removed earlier by LIC or any of the PSUs/Govt./Quasi Govt. Departments in India? If so, give details</p> | |
| 15 | <p>GST NO. (copies of GST Registration to be enclosed)</p> | |
| 16 | <p>Are you agreeable to abide by the Terms & Conditions of the Tender and Contracts</p> | |
| 17 | <p>Is your Firm already empanelled with any office of LIC of India or any other PSU. If so, please provide the details</p> | |
| 18 | <p>Name , Address and telephone Numbers of 3 valued customers</p> | |
| 19 | <p>Mention any other specialties of your Establishment</p> | |
| 20 | <p>Are you agreeable to deliver items to all the 21 branches under Nellore Division</p> | |

Please use separate sheet, if the space provided is insufficient. All the pages of the application form and the documents must be signed with seal.

I/We _____ , request

Life Insurance Corporation of India, Nellore Divisional Office for inclusion of my /our Firm/Company /Vendors /Dealers /Supplier, in the list of their approved Firms / Companies /Vendors /Dealers / Suppliers and hereby assure, to extend full cooperation up to the satisfaction of the Corporation in the event of their doing so.

I /We agree to abide by the Rules & Regulations framed by the Corporation from time to time.

Date at _____ , this _____ day of _____ 2024.

Signature with Office Seal.

NOTE : Your Application should be accompanied by Demand Draft/Bankers cheque favouring LIC OF INDIA,DIVISIONAL OFFICE payable at Nellore for Rs 118 (Rs 100+ 18% GST) towards registration fee.

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Terms and Conditions Of Empanelment

- The envelope containing the filled in forms & enclosures should be superscribed as 'Application for empanelment of Suppliers/ Vendors for Prizes/Gifts Articles/ Mementos etc.'
- Last date for submission of filled in forms along with necessary enclosures is 05.30 pm on 01.01.2025
- The Firm/Vendor/Dealer/Supplier should have valid trade license.
- Incomplete applications will be rejected without assigning any reason thereto.
- Affix your Firm/Vendor/Dealer/Supplier seal with authorized Signature on every page.
- Firms/Suppliers should necessarily have GST Registration.
- Firms/Suppliers should be in profession for at least 3 years (Copy of Registration Certificate must be enclosed).
- Income tax / Turnover Returns should be submitted for atleast three immediately preceding Financial years (2021-22, 2022-23 and 2023-24) along with application.
- The panel shall be valid for 24 Months from the date of empanelment.
- The existing Firms/Suppliers are also requested to apply for fresh empanelment.


Senior Divisional Manager