



**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTH CENTRAL ZONAL OFFICE,
JEEVAN BAGYA, SAIFABAD,
HYDERABAD – 500 063**

E-mail: [scz_engineering @licindia.com](mailto:scz_engineering@licindia.com)

**e-TENDER FOR SUPPLY, INSTALLATION, TESTING &
COMMISSIONING OF 2.0 KVA & 5.0 KVA , 2x15KVA,
2X40KVA ON-LINE UPS SYSTEMS FOR VARIOUS LIC
OFFICES IN ANDHRA PRADESH, TELANGANA, AND
KARNATAKA UNDER SOUTH CENTRAL ZONAL OFFICE
FOR THE YEAR 2024-2025**

BID-I: TECHNICAL BID (PRE QUALIFICATION)

Tender No: SCZ/UPS/2024-25/ELEC/31

**LAST DATE FOR SUBMISSION e-TENDER:
ON OR BEFORE 17.00 Hrs on 19.02.2025**

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TENDER NOTICE

Life Insurance Corporation of India intends to invite item rate tender through e-tendering SITC of 2 KVA, 5 KVA, 2X15KVA & 2X40KVA On-line Un-interrupted Power Supply (UPS) Systems for VARIOUS LIC OFFICES IN ANDHRA PRADESH, TELANGANA, AND KARNATAKA UNDER SOUTH CENTRAL ZONAL OFFICE for the year 2024-2025.

For further details and tender documents, please visit website <http://www.tenderwizard.com/LIC>. The last date for submission of tender is 19.02.2025 at 17.00 Hrs. Further communications, corrigendums, Amendments, if any and extension of date for submission of tender in case required, will be hosted in the above given web site only.

Life Insurance Corporation of India reserves the right to extend the date of submission of Tender/re-invite the Tender in case of inadequate selection in the Pre-qualification Bid.

Date : 30.01.2025

Chief Engineer

**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTH CENTRAL ZONAL OFFICE,
JEEVAN BAGYA, SAIFABAD,
HYDERABAD – 500 063**

E-mail: scz_engineering@licindia.com

PRE QUALIFICATION NOTICE

Life Insurance Corporation of India intends to invite e - **Tender for SITC of 2 KVA, 5 KVA, 2X15KVA & 2X40KVA On-line Un-interrupted Power Supply (UPS) Systems for VARIOUS LIC OFFICES IN ANDHRA PRADESH, TELANGANA AND KARNATAKA UNDER SOUTH CENTRAL ZONAL OFFICE** under SCZO for the year 2024-2025.

The details are as follows.

S. No	Description of the Work	Estimated cost (₹ In Lakh)	Completion period in days from the date of PO	Min. Bank Solvency (Banker certificate) / Net worth certificate (₹ In Lakh)	Avg. Annual turnover derived by considering average of last 3 Financial years (₹ In lac)	Min. Value of similar work completed in last 7yrs.
1	Proposed SITC of 2.0 KVA & 5.0 KVA, 2x15KVA, 2X40KVA On - line UPS systems to various LIC Buildings in Telangana, Andhra Pradesh and Karnataka.	133.54	60 Days	Solvency - Rs.267.08 Lakh / Net worth certificate - Rs.66.77 Lakh	1335.40	1. Three similar completed work each costing not less than the amount equal to ₹.53.42 lakh (40% of estimated cost put to tender) OR 2. Two similar completed works each costing not less than the amount equal to ₹.66.77 lakh (50% estimated cost put to tender) OR 3. One similar completed work of aggregate cost not less than the amount equal to ₹.106.83 lakh (80% of estimated cost put to tender).

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Only contractors who have carried out similar nature of Works (SITC of UPS in PSU) and fulfilling above criteria shall participate in the e-tendering process.

The Tender Documents consist of BID I, BID II and BID III. The tenderer shall go through the BID I and BID II and quote their offer in BID III. The Tenderer shall go through the BID I & BID II of the Tender before submitting the Tender.

Contractor has to submit the Tender as under:

(1) BID I: Prequalification Bid (Enrolment form with Annexure). The Tenderer shall fill in the enrolment form and upload the supporting documents / attachments. The scanned copy of the Demand Draft/ Pay Order/ details of Online payment of Tender Fee and Demand Draft/ Pay Order/ Banker's Cheque/ Bank Guarantee/details of Online payment of EMD shall be uploaded in BID I.

(2) BID II: Big Sealed envelope consisting of two separate sealed envelope as per following :-

(a) Tender Fee of ₹ 590/- including GST (non-refundable)

- i) In the form of Demand Draft/Pay order in favour of "Life Insurance Corporation of India" payable at Hyderabad.
- ii) OR Payment through NEFT Mode directly to LIC Account as detailed below.

(b) Earnest Money Deposit of ₹.2,67,100.00 (Rupees Two Lakh Sixty Seven Thousand and One Hundred Only):

i) In the form of Demand Draft/ Pay order / Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad.

ii) OR **Earnest Money Deposit of Rs. 2,67,100.00 (Rupees Two Lakh Sixty Seven Thousand and One Hundred Only)** in the form of NEFT / Demand Draft / Pay Order / Bank Guarantee in favor of "Life Insurance Corporation of India" payable at "Hyderabad", from any 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). Scanned copy of NEFT receipt/ DD / Pay order / Bank Guarantee to be uploaded while submission of online Bids with in specified date & time.

iii) OR Payment through NEFT Mode directly to LIC Account as detailed below.

1.	Name of the Account Holder	LICSCZOHYDERABAD
2.	Account Number	008010200079639
3.	IFSC Code	UTIB0000008
4.	Type of Account	CURRENT ACCOUNT
5.	Bank Name	AXIS BANK, NAMPALLY, HYDERABAD
6.	GST Number	36AAACL0582H1ZN

Payment through NEFT closes on 19.02.2025 at 17.00 Hours

(3) BID III: FINANCIAL BID consisting of documents and schedule of quantities. The Tenderer shall download the documents, fill in their relevant information, sign & stamp and upload in the portal. The item rate in words and figure shall be quoted in the template provided. No other document, conditions shall be uploaded along with documents of FINANCIAL BID.

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Note:

- (a) Any agency applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory performance report/s is/are received for the Completed projects from their previous Employer.
- (b) The Chief Engineer reserve the right to not open financial bid of Tender or any/ all the Applicants at his sole discretion without assigning any reason whatsoever.
- (c) Only for pre-qualification criteria of minimum value of similar nature of work done 7 years period will be considered; for all other purpose proceeding 3 years period only will be considered.
- (d) The value of executed work (by the bidder in the last 7 Years) shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% of per annum ; calculated from the date of completion of the work to date of BID I (Qualification bid) opening.

Date: 30.01.2025

CHIEF ENGINEER

**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTH CENTRAL ZONAL OFFICE,
JEEVAN BAGYA, SAIFABAD,
HYDERABAD – 500 063**

e-Tendering Programme

System Tender No. SCZ/UPS/2024-25/ELEC/31

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 vendors.

e- Tender for SITC of 2 KVA, 5 KVA, 2X15KVA & 2X40KVA On-line Un-interrupted Power Supply (UPS) Systems for VARIOUS LIC OFFICES IN ANDHRA PRADESH, TELANGANA AND KARNATAKA under SCZO for the year 2024-2025.

Sr. No.	Name of Work	Estimated Cost	Earnest Money Deposit (EMD)	Tender Document Fee
1.	As mentioned above	₹133.54 Lakh	₹2,67,100.00	₹ 590/- Including GST

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. Last Dates of various activities by bidder:
- Downloading of Tender Documents : From: 30.01.2025 from 10.01 Hrs upto 19.02.2025 @ 15.00 Hrs
 - Pre Bid Date & Time: at 11.00 Hrs on 12.02.2025
 - Tender Closing Date & Time: up to 19.02.2025 at 17.00 Hrs
 - Manual submission of EMD and Tender fee: 19.02.2025 up to 17.00hrs
 - Opening of BID I & BID II : 15:30 Hrs. on 20.02.2025

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
"Honganasu", #137/3,
Bangalore Mysore Road,
Opp.KMS Coach Builders,
Kengeri, Bangalore - 560060,

Help Desk Contact Details:

Regarding Registration Contact Nos:
E-mail: lokesh.hr@antaressystems.com
Tel: 080-40482000/121/133/140
Mobile: 9686115304
Ramesh Kumar M N – 9731467357

Regarding DSC Contact Nos:

Ramesh Kumar M N – 9731467357
E-mail: rameshkumar982@antaressystems.com

Key Dates:

Sl. No.	Department Stage	Contractor Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender document	-	30.01.2025 10.00 Hrs	
2	-	Downloading of Tender Document	30.01.2025 10.01 Hrs	19.02.2025 15.00Hrs
3	Pre Bid meeting		11.00 Hrs on 12.02.2025	--
4	-	Online submission of tender documents	30.01.2025 10.01 Hrs	19.02.2025 17.00 Hrs
5		Manual submission of EMD and Tender Fee	30.01.2025 10.01 Hrs	19.02.2025 17.00 Hrs
6	Online Opening of BID I & BID II	-	20.02.2025 15.30 Hrs	

NOTE: The date of opening of BID III (Financial BID) shall be intimated at a later date to contractors, who fulfill the selection criteria.

**LIFE INSURANCE CORPORATION OF INDIA
INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS**

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

1. Address to which the BID No. II i.e. EMD and Tender Fee in a sealed envelope marked BID No. II is to be submitted:

**The Chief Engineer
LIFE INSURANCE CORPORATION OF INDIA,
Engineering Department, 2nd floor,
South Central Zonal Office, “Jeevan Bhagya”,
Saifabad, Hyderabad – 500 063**

2. Last date for receipt of tenders EMD and Tender Fee is as per Key Dates.

3. Tenderer should ensure that the tender is received before the due date and time specified in the Key Dates of online tender.

4. Tenderer 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. The schedule of Quantities should be filled in as per the format given in the online e-Tender.

6. Tenderer should note that he is to quote item rates only.

7. No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.

8. Proforma 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 proforma of Articles of Agreement. This clause is applicable to contracts of completion period exceeding six months.

9. Earnest Money accompanying the tender will be accepted only in the form of Bank Guarantee / NEFT/ Demand Draft / Pay Order in favor of “Life Insurance Corporation of India” payable at Hyderabad. Any tender, which is not accompanied by Earnest Money Deposit and Tender Cost, shall be summarily rejected.

Scan copy of the Bank Guarantee / DD / Pay order / NEFT receipt shall be uploaded on e-tender portal while submission of Bids and Original Hard copy of DD/ Pay order in physical form shall be submitted to **the Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA, Engineering Department, 2nd floor, South Central Zonal Office, “Jeevan Bhagya”, Saifabad, Hyderabad – 500 063** in the sealed envelope on or before the date & time specified / extended date & time if any for submission of online Bids.

10. Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the Employer.

11. Bank Guarantee in lieu of EMD should be in our format as per Annexure “X” in Bid III document subject to acceptance of Competent Authority. If the Bank Guarantee is not accepted for any reason the bid will be treated as Non-Bonafide.

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12. 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 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 tenderers can submit the scan copy of the same on the online portal.
13. Contractors 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
14. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer
15. Tenderer should note that tender should remain open for consideration for a minimum period of **SIX MONTHS** from the date fixed for the receipt of tenders.
16. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.
17. Contractors should fill in their “**Item rate in the SCHEDULE OF QUANTITIES or prescribed form provided on online portal in FIGURES.**” Tenders containing the item rate only in figures are liable to be considered non-bonafide at the discretion of the Chief Engineer and entail forfeiture of Earnest Money Deposit.
18. The bids shall be submitted by **Original Equipment Manufacturers (OEM) only.**

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

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

- 1) **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>.
- 2) After successful Registration on above mentioned portal, contractor will get a User ID and a Password to access the website.
- 3) **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on 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 Detailed E-Tender Notice, Enrolment Form, Part-I & Part-II of tender documents, SOQ, Tender Drawing, other terms & conditions & relevant information and download the required documents by making login on to the above portal. The contractors can also view the e-tendering Program and the Time Schedule (Key Dates) for all the tenders floated using the Electronic Tendering System on above e- Tender Portal.
- 4) **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.
- 5) 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 :-
 - i) TATA Consultancy Services Ltd.
11th Floor, Air India Building, Nariman Point, Mumbai-400021 website – www.tcs-ca.tcs.co.in
 - ii) Sify Communications Ltd.
III Floor, Tidel Park, 4 Canal Bank Road, Taramani, Chennai-600113. Website – www.safescrypt.com
 - iii) 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

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- iv) iTrust CA (IDRBT)
Castle Hills, Road No.1, Masab Tank,
Hyderabad, Andhra Pradesh -500057.
Website – idrbtca.org.in
- v) (n)Code solutions
301, GNFC Tower, Bodak Dev,
Ahmedabad-380054, Gujarat. Website –
www.ncodesolutions.com
- vi) National Informatics Centre Ministry of Communication and Information
Technology A-Block CGO Complex, Lodhi Road,
New Delhi-110003. Website <https://nicca.nic.in>
- vii) e-Mudhra CA
3i Infotech Consumer Services Ltd
3rd Floor, Sai Arcade, Outer Ring Road,
Devarabeesanahalli, Bangalore-560036,
Karnataka Website –
<http://www.eMudhra.com>
- 6) Contractors may contact the service provider on following telephone numbers
or e-mail address for any kind of support:
- Lokesh H R 9686115304
E-Tender helpdesk Help
licetenderhelpdesk@gmail.com
- Antares Systems Limited.
E-Tender helpdesk
“Honganasu”, # 137/3,
Bangalore – Mysore road,
Opp KMS coach builders,
Kengeri, Bangalore - 560060,
- Help Desk Contact Details:
- Tel: 080-40482000/121/133/140
Mobile: 9686115304
E-mail: lokesh.hr@antaressystems.com
Ramesh Kumar M N – 9731467357
E-mail: rameshkumar982@etenderwizard.com
- 7) 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.
- 8) 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>.

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- 9) 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.
- 10) 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
- 11) **Download of Tender Documents:** The tender documents can only be downloaded from the Electronic Tendering System on the Portal <http://www.tenderwizard.com/LIC>.

12) Submission of Online Bids:

The Bidder need to download the Bids 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 & uploaded on the e- Tender Portal using DSC within the time and last date specified for submission of Bids i.e as per key date. The Tender Document including amendments shall also be digitally signed & uploaded on the e-tender portal using Digital Signature Certificate. The scanned copies of self-attested supporting documents of Pre-qualification Bid, scanned copies of DD / Pay Order/ NEFT receipt in lieu of for EMD & 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 (Pre-Qualification): This bid will be online filled in enrolment form with credentials of contractors including copy of DD/ Pay Order/ Banker's Cheque of tender cost of ₹.590/- including GST and copy of DD/ Pay Order/ Banker's Cheque/ BG of EMD of ₹.2,67,100/- "Pre-qualification" will be selection of contractors on the basis of minimum bank solvency, Annual turnover & Value of work done of similar nature as mentioned in the selection Criteria. All the necessary required papers i.e. self attested copies of annual turnover (certified by Chartered Accountant), Bank solvency (issued latest or **within six month** prior to date of this tender notice), copy of work/ works executed, Completion Certificates. All required scanned documents duly self attested only to be uploaded online.

2. BID II (Technical & E.M.D. Bid) : Earnest Money Deposit of ₹2,67,100.00 in the form of Demand Draft/ Pay Order/ Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Hyderabad OR 50% amount i.e. **Rs.1,33,550/-** in the form of Bank Guarantee of any 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) & another 50% amount i.e. **Rs.1,33,550/-** in the form of Demand Draft/ Pay Order/ Banker's Cheque drawn in favour of "Life Insurance Corporation of India" payable at Hyderabad to be remitted as detailed in pre-qualification notice. On the due date of opening of BID I, the sealed envelopes consisting of EMD & Tender Cost submitted by the Bidders shall be opened first. Also the scanned copies of EMD & Tender Cost uploaded by the bidder on E-tender Portal shall be downloaded. The EMD & Tender Fees, D.D./ pay order/ NEFT receipt submitted in original in physical form shall be verified with uploaded documents and if it is found in order as per the requirements stated in NIT, the Pre-qualification Bid (BID No. II) of Bidders whose EMD & tender Fee are found in order shall be opened online.

NOTE: Please note that MSME / NSIC Certificates will not be considered for waiver of EMD. Separate DD's for EMD and Tender Fee shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form mentioned above for stipulated amounts payable at Hyderabad. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafied.

On the due date of opening of Pre-qualification Bid, the BID II will be opened first and the Pre-qualification Bid (BID No.I) of contractors whose Tender Fee and EMD found in order shall be opened online.

EMD amount to be released after settlement of final bill respective Dos / BOs and get conformation of security Deposit deduction as per tender form Dos / BOs.

3. BID III (Price / Financial Bid) : The Price Bid consists of letter to contractor, letter from contractor, Appendix to Condition of Contract, Schedule of Quantities etc . The agency shall fill item rates both in words and figures. **The agency shall note that no condition shall be mentioned in the Price Bid. The conditional Tender is liable to be rejected.** The Financial Bid will be opened on the scheduled date. Date of opening of FINANCIAL BID will be conveyed to the agencies who qualify in BID I & II. The item rates quoted in Tender shall remain valid for **6 months** from the last date of submission of Tender.

Note:

- 1. The EMD of the contractors who do not qualify in Prequalification Bid will be released without opening Financial Bid.**

INSTRUCTIONS FOR FILLING AND SUBMISSION OF PRE-QUALIFICATION BID

The Enrolment Form along with the Annexure A1, A2 and B to K shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

1. Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
2. The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected.
3. The Pre-qualifying Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated. Please note that no enquiries or correspondence regarding the selection for issue of tenders shall be entertained.
4. Latest Solvency/ Bankers Certificate not more than six month old from the last date of submission of Bid, from any Nationalized/Scheduled Bank or Net worth certificate for an amount of as mentioned in the pre-qualification tender notice should be uploaded submitted along with BID DOCUMENT NO. I.
5. The Contractors are advised to follow the instructions given below :
 - (a) Enrolment Form shall be filled online in the e-tendering portal in capital letters or and typed.
 - (b) Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure D & E).
 - (c) The Tenderer 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 in Annexure D.
 - (d) The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should be enclosed.
 - (e) Copy of Agreement in case of works carried out for private agencies should be enclosed.
6. All the documents uploaded are to be self attested by the authorized signatory.
7. Please note that the submission of PQ BID does not confer any right to claim for selection for further tendering process.
8. Chief Engineer reserves the right to reject the PQ BID of the applicant without assigning any reason whatsoever.

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

CHIEF ENGINEER

**LIFE INSURANCE CORPORATION OF INDIA
ENGINEERING DEPARTMENT
SOUTH CENTRAL ZONAL OFFICE, JEEVAN BAGYA, SAIFABAD,
HYDERABAD – 500 063
FORM FOR PRE-QUALIFICATION BID**

I / We _____ am/ are desirous of submitting Pre-
Qualification bid for _____ and hereby apply for the same.

I / We give the following details for your consideration.

Sl. No.	QUERY		ANSWER
1	Name of the firm		:
	Proprietary / Corporate		
2	Address	OFFICE	
		RESIDENTIAL	
3	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
	ii) Upload copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per Annexure A-1 .		
	iii) Fill-in enclosed Annexure A-2 .		
4	PAN No		
	TIN No.		
	VAT Registration No.		
	GST Registration No.		
5.	Registration with EPF and Details		
	Registration as per Labour Act and Details		
6	Contact Details	Office Phone No.	
		Residence Phone No.	
		Mobile No.	
		Fax No.	
		e-mail	
7	Month and year in which the firm was established in present name		
8	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 uploaded)		
9	Particulars of sister construction firms, if any:		

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10	Fill and enclose Annexure 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. / Organisation(under takings, boards, corporations, local bodies etc.)		
12	i) Annual Turn Over for last Three years (upload the self attested Statement of Accounts of last five consecutive years duly certified by Chartered Accountant with Registration Number Details of works and ATO are to be filled up. The Bank Statement for last 12 months shall be uploaded. ii) What evidence of proof is uploaded to support the amounts of yearly turnover iii) Upload latest income tax clearance Certificate		YEAR
		i	2021-2022
		ii	2022-2023
		iii	2023-2024
			₹ in Lakh
13	i) Name and complete postal address of bankers and statement of accounts of last 3 consecutive years duly certified by Chartered Accountant with registration number etc. ii) NEFT and Bank Account Details iii) Upload solvency / bankers certificate or net worth certificate issued/certified by a Chartered Accountant indicating amount (The certificate should not be more than SIX Month old from the last date of submission of bid). iv) Bank Guarantee limit with Various banks		Certificate of chartered accountant uploaded for Assessment year
			Name of Bank :
			Account No.
			IFSC Code :
			i) ₹ _____ Lac with _____ ii) ₹ _____ Lac with _____ iii) ₹ _____ Lac with _____ TOTAL
14	i) Upload list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of DM/ Collector/ First Class Magistrate/ approved valuer. ii) Whose supporting certificate is enclosed		₹ _____ of _____ Date _____

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15	i) Particulars of movable properties along with Banker's reference		
	Value of tools & plants		₹
	Other Assets		₹
	Total		₹
	ii) Whose reference is uploaded?		
16	Fill in and upload list of tools & plants as per Annexure-C enclosed.		
17	Fill in & upload Annexure-D giving full particulars about major works completed during past seven years NOTE: List of only those works which are carried out by firm requesting for enrolment is to be given. Work completion certificate for qualified projects must be uploaded with address & contact numbers of issuing authority		
18	Work in Progress:		
	i) Whether full details of major work on hand given in Annexure 'E' Note: The details must be self attested.		
	ii) Are copies of work orders for such large works uploaded		
19	Whether full information regarding permanent technical staff employed given in Annexure 'F'		
20	i) How do you normally carry out works of UPS installations		
	ii) Who is the license holder and what his experience of this work is.		
21	i) How do you normally get work of electrical installations carried out		
	ii) Who is the license holder & what is his experience		
22	Branch Offices / Service centers / Offices / Channel partners in Tamil Nadu. Details of all available locations to be given. Use separate sheets if required.		Full Address with pin code:

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			Contact Person Name, Designation
			Email id:
			Land line number:
			Mobile number
23	Branch Offices / Service centres / Offices / Hyderabad partners in Andhra, Karnataka. Details of all available locations to be given. Use separate sheets if required		Full Address with pin code:
			Contact Person Name, Designation
			Email id:
			Land line number:
			Mobile number
24	Complaint Mechanism		
	Mail		1 st level
			Middle level
			Upper Level
	Land line		1 st level
			Middle level
			Upper Level
	Name & Mobile		1 st level
			Middle level
			Upper Level
25	Any other information the applicant might like to give		

DECLARATION

I/We agree to notify the officer accepting this application for Pre-Qualification 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 open Financial Bid tender 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 pre-qualification bid 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 Pre qualification bid 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 disqualify my/our name from the opening Financial bid.

PLACE:
DATE :

SIGNATURE OF CONTRACTOR



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ANNEXURE – A1

A F F I D A V I T

(On Non Judicial Stamp paper of Rs.*_____/ - 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 should be notarized.**

ANNEXURE A2

**LIFE INSURANCE CORPORATION OF INDIA
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

SIGNATURE OF CONTRACTOR

ANNEXURE – B

LIFE INSURANCE CORPORATION OF INDIA

PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION

I.

Name of works for Which enrolled by L.I.C. in the past	1)	
	2)	
	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 enclose	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

LIFE INSURANCE CORPORATION OF INDIA

PARTICULARS OF ELECTRICAL/UPS TOOLS AND PLANT

Sr. No.	Item	Specification	Quantity	Estimated Value	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

SIGNATURE OF CONTRACTOR

LIFE INSURANCE CORPORATION OF INDIA

LIST OF MAJOR WORKS COMPLETED DURING LAST SEVEN YEARS

Sl. 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

ANNEXURE – E

**LIFE INSURANCE CORPORATION OF INDIA
LIST OF WORK IN HAND**

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



Name of contractor:

ANNEXURE- G

A.Completed Works of similar nature.

Period considered from 01.04.2017

Sl. No	Name of work	Contract value	Actual value	D.O.S	D.O.C	Period in months	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	Remarks



ANNEXURE- G

B. In hand works of similar nature.

Sl. No	Name of work	Contract value	Actual value	D.O.S	D.O.C.	Period in months	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	Balance work to be completed till March 2024

SIGNATURE OF CONTRACTOR

CONTRACTOR

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CHIEF ENGINEER



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Annexure H

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 I

FORM FOR 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 31st March (**previous financial year from the year in which NIT is published / application invited for Enrolment**) 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 of Bidder is partnership firm, certificate should include names of all partners as recorded with the Chartered Accountants.

ANNEXURE – J

PERFORMANCE REPORT OF WORKS REFERRED IN PRE-QUALIFICATION BID

1.	Name of work/ project & location	
2.	Agreement No;	
3.	Estimated cost:	
4.	Tendered Cost:	
5.	Date of start	
6.	Date of completion	
	i) Stipulated date of completion	
	ii) Actual date of completion	
7.	If actual date of completion is beyond original stipulated date of completion a) Extended Period without imposition of Penalty/Liquidated damages for.....Number of days/Months b) Extended Period with Penalty/Liquidated damages for Number of days/Months	
8	Performance Report:	
i)	Contractors Site organization	a) Well organized, b) Adequate c) Poorly organised
	Quality of materials with reference to specifications	a) Good b) Satisfactory c) Poor
	Workmanship and Supervision	a) Good b) Satisfactory c) Poor
	Labour Relations and facilities	a) Good b) Satisfactory c) Poor
	Attitude towards settlement of disputes and differences	a) Co-operative b) Non co-operative
	Safety Record a) Were there any accidental / structural collapse at site b) If answer to (a) is Yes, state whether due to	i) Yes ii) No i) Negligence ii) Improper work iii) Reasons beyond control

9. Any other Remarks: -----

Dated

Signature of Authorized Official

(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)

ANNEXURE – H

PRE-QUALIFICATION BID CHECKLIST

ENROLMENT 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	12 (i)	
5.	Acknowledgement of filling IT returns for last 3 years	12 (ii)	
6.	NEFT Details	13 (ii)	
7.	Solvency Certificate	13 (iii)	
8.	Certificate of Bank Guarantee	13 (iv)	
9.	Form no 26AS & Form No 16A for the relevant period of qualifying works	13 (v)	
10.	Copy of final bill showing values of specialized works like HVAC, Firefighting etc if it has been executed along with main work.		
11.	Immovable Property certificate	14 (ii)	
12.	Movable Property certificate	15 (ii)	
13.	Annexure 'C' (as supplied)	16 (Particulars of tools/ plant)	
14.	Annexure 'D' (as supplied)	17 (List of major works completed during last 7 years)	
15.	Annexure 'E' (as supplied)	19 (i) (List of work in hand)	
16.	Copies of work order	19 (ii)	
17.	Annexure 'F' (as supplied)	20 (Particulars of permanent technical staff)	
18.	Annexure 'G'	Bankers Certificate from Bank	
19.	Annexure 'H'	Net worth Certificate from Chartered Account	
20.	Annexure 'I'	Performance certificate	

ANNEXURE “X”

FORM OF BANK GUARANTEE IN LIEU OF EARNEST MONEY DEPOSIT

In consideration of the Life Insurance Corporation of India, South Central Zonal Office, Hyderabad (hereinafter called the Employer) having agreed to exempt

.....
(hereinafter called the said Contractor) from the requirement of payment in cash as per terms and conditions of invitation to tender attached to letter No..... issued by the Employer to the said Contractor.....

.....
(Hereinafter called the said agreement) for EARNEST MONEY DEPOSIT for the due fulfillment by the said Contractor of the terms and conditions contained in the said agreement on production of a bank guarantee for Rs.....(Rupees..... Only) we, do hereby undertake to indemnify and keep indemnified the Employer to the extent of Rs..... against any loss or damage caused to or suffered by the Employer by reason of any breach by the said Contractor of any of the terms and conditions contained in the said agreement.

1. We, the said Bank further agree that the Corporation shall be the sole judge of and as to whether the said Contractor has committed any breach of breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Corporation on account thereof and the decision of the Corporation that the said Contractor has committed such breach or breaches and as to the amount or amount, of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Corporation from time to time shall be final and binding on us.
2. The corporation shall have the fullest liberty without affecting in any way the liability of the Bank under the Guarantee or Indemnity from time to time to vary any of the CONTRACTOR terms and conditions of the said contract or to extend time of performance by the said Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of the terms and conditions governing the said contract, or securities available to the Corporation and the said Bank shall not be released from its liability under these presents by any exercise by the Corporation of the liberty with reference to the matters aforesaid or by reason of time being given to the said Contractor or any other for-bearance, act or omission on the part of the Corporation or any indulgence by the Corporation to the said Contractor or of any other matter or thing whatsoever, which under the law relating to sureties would but for this provision have the effect of so releasing the Bank from its such liability.
3. It shall not be necessary for the Corporation to proceed against the Contractor before proceeding against the Bank and Guarantee and indemnity herein Contained shall be enforceable against the said bank, not with standing any security which the Corporation may have obtained or obtain from the Contractor at the time when proceedings are taken against the Bank hereunder be outstanding or unrealised;

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4. Not with standing anything in any of the foregoing clauses the liability of the Bank under this Guarantee shall not exceed Rs. _____ (Rupees _____ only) plus interest, costs, etc. The Guarantee and indemnity shall remain in force till _____. If any extension of time be granted to the Contractor, we undertake to extend the guarantee and indemnity. Unless a claim or demand under this Guarantee and indemnity is made or presented to the Bank within three months from the expiry date, all the rights of the corporation under this guarantee and indemnity shall cease and the Bank shall be released and discharged from the liability hereunder.

We, the said Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the said agreement have been fully paid and its claims satisfied or discharged or till the Employer certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said Contractor and accordingly discharges the guarantee subject however that the Employer shall have no rights under this bond after the expiry of the requisite period as per tender condition.

Not withstanding anything contained in any of the foregoing clauses the liability of the Bank under this Guarantee shall not exceed Rs. _____ (Rupees _____ Only). The Guarantee shall remain in force till _____. Unless a claim or demand under this Guarantee is made or presented to the Bank within three months from the expiry date, all the rights of the Corporation under this guarantee shall cease and the Bank shall be released and discharged from the liability hereunder.

We, the said Bank lastly undertake not to revoke this guarantee and indemnity during its currency except with the previous consent of the Corporation in writing and agree that any change in the constitution of the said Contractor or the said Bank shall not discharge our liability hereunder.

For and on behalf of the Bank

(Name and Designation)

The above Guarantee is accepted by the Life Insurance Corporation of India. For and on behalf of the LIC of India

(Name and Designation)

Date:

NOTE:

(*) FOR COMPANIES

M/s./Shri _____ a company under the companies Act 1956 and having its registered office at _____ in the State of _____ (hereinafter called "the said Contractor" which expression shall unless the context requires otherwise include its successors and assignees.



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Bank Account and other Details

**LIFE INSURANCE CORPORATION OF INDIA
SOUTH CENTRAL ZONAL OFFICE, HYDERABAD
MANDATE FORM FOR PAYMENT THROUGH NEFT / RTGS.**

1. Name of the company / Firm/ Entrepreneur Institute etc:

2. Full postal Address:

3. Phone number

STD Code.....No.....

4. E-Mail ID:

5. Bank Account Details*:

a. Account No.

b. Type of Account

c. IFSC / RTGS code

6. GST Registration Number* :

7. PAN Number* :

8. TIN Number* :

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

Signature

***Attach self-attested Xerox copy._**