



Ref:.....  
The Sr.Divisional Manager,  
LIC of India  
Silchar Divisional Office,  
Meherpur, Silchar-788015.

Date:- 17.03.2025

**Tender no. SDO/OS**

**Date 17.03.2025**

**Last date & time Tender submission : 07.04.2025 at 3.00 pm**

**Re:- TENDER FOR SUPPLY OF PRINTER RIBBON FOR EPSON AND TVS PRINTER.**

Sir,

In response to your letter no.....dated.....

We quote hereunder our rates for the desired articles, inclusive of delivery charges & all other costs etc but excluding GST, which will hold good for a period of one year from the date of consideration at your end.

ITEMS	REQUIRED	RATE PER PIECE EXCLUDING GST
SUPPLY OF EPSON PRINTER RIBBON LQ 1310	350 NOS	
SUPPLY OF PRINTER RIBBON DMP PRINTER TVS MSP 355	200 NOS	

TENDER FEE OF Rs.118.00 is to be deposited by DD favouring Life Insurance Corporation of India payable at Silchar at the time of submission of tender. This tender fee is non-refundable. No tender fess is required if vendors down load tender from our website.

EMD of Rs. 3660/- to be paid by DD/Cheque favouring Life Insurance Corporation of India payable at Silchar along with your tender, which is refundable without interest.

Performance security deposit will have to be paid by the successful bidder @5% of the contract value by DD/Cheque favouring Life Insurance Corporation of India payable at Silchar within 7 days from date of intimation of selection.

The terms & conditions of this tender intimated to us vide your letter no.....dated..... are acceptable to us for supply of the above quoted items to your office.

**Time Schedule : Tender to be floated on 13.03.2025. Last date of submission of Tender on 07.04.2025 upto 3.00 pm and opening of tender on 08.04.2025 at 11.00 AM.**

Yours faithfully,

Signature.....  
(with official seal)

Date.....