



LIFE INSURANCE CORPORATION OF INDIA

DIVISIONAL OFFICE,
Jeevan Prakash, 30, Hazrat Ganj,
Lucknow- 226001

E-mail: sales.lucknow@licindia.com

Application Form for Empanelment of Firms/Vendors/Agencies for publicity related work

S.No. of category	Name of Category

TERM & CONDITIONS FOR EMPANELMENT

1. The firm should be in business/profession for at least 3 years.(Copy of Registration certificate must be enclosed)
2. The firm should have registration with State/Local authorities for undertaking the business/profession Firms, who are on our Divisional Office panel, should also apply for fresh empanelment.
3. The approved firm / vendor should be in position to comply with the urgent need without delay and ready to supply the items at LIC of India, Divisional Office, Jeevan Prakash, 30, Hazrat Ganj, Lucknow- 226001.
4. In case of Authorized and approved vendor/ dealer, Copy of valid authorized dealership certificate must be enclosed.
5. The empanelment would be subject to satisfaction of the Inspection committee, which shall visit the Shop/ Work shop of the Vendor to evaluate the capacity of the applicant to execute the assigned job.
6. Firms, who have been blacklisted /removed earlier, should not apply. If applied, their applications will not be considered or may be terminated at any time after empanelment without assigning any reason.
7. The Firm should necessarily have **GST Registration**.
8. Period of empanelment is for maximum 3 years or earlier.
- 9 The prescribed application form is to be sent to “Chairman Publicity Committee, LIC of India, Sales Dept.,Divisional Office, Jeevan Prakash, 30, Hazrat Ganj, Lucknow- 226001” on or before 15.04.2025 , 3.00 pm.
- 10 The Application form should be kept in a sealed envelop super scribed as “Application For Empanelment of Category.....”
- 11 Incomplete application will be rejected without assigning any reason, there on.

NOTE: Mere submission of Application for Empanelment dose not confer any right of empanelment. Life Insurance Corporation of India reserves its right to reject, accept any or all applications or cancel the process of empanelment without assigning any reason thereof. Life Insurance Corporation of India shall neither be held liable nor obligatory on its part to inform the applicants the grounds of any such action. The Corporation reserves the right to raise the minimum eligibility criteria for empanelment depending on the response.