

Sr. Divisional Manager

Date: 04.08.2023

Re.: Extension of Date of Submission for Courier Tender for DO Rohtak.

The Competent Authority vide office note dated 10.07.2023 accorded approval for floating of open tender for Courier Services for Rohtak Divison. The Tender Schedule is given as under :-

- | | | |
|---------------------------------------|---|--|
| a) Date of issue of Tender | : | 18.07.2023 to 03.08.2023 up to 3.00 PM |
| b) Last date for Submission of Tender | : | 03.08.2023 up to 5:00 PM |
| c) Date of Opening of Tender | : | 04.08.2023 at 11.30 AM |

By the given schedule date and time we have received only two bids for courier services. To make the tender more competitive, it is recommended to accord approval for the extension of the dates as below:-

- | | | |
|------------------------------|---|---|
| a) Date of issue of Tender | : | 18.07.2023 to 21.08.2023 up to 03:00 PM |
| b) Last date of submission | : | 21.08.2023 up to 05:00 PM |
| c) Date of opening of Tender | : | 22.08.2023 at 11:30 AM |

Point No.C © on page no. 3 & Point no XIX on page no. 8 in the Tender Document should be read as follows:-

- The agency should declare in details the procedure of securing of PODs for every dak picked from the office in technical bid. PODs (proof of Delivery duly signed by consignee) shall be submitted with in two working days from the day of demand in specific cases. The PODs should invariably bear date of delivery with Signature of the consignee.
- The POD includes any proof of delivery duly signed by consignee acceptable to LIC of India.
- The mode of communication for demand of POD by LIC of India office shall be registered email of the agency shared in the tender or updated on agency request at later date.
- In case of loss of documents, the agency shall lodge FIR without delay, claim insurance, compensation and fulfill every formality as deemed necessary in recovering the Documents and making good the losses suffered by the Corporation due to such lapse.
- Courier agency will have to preserve the delivery records (PODs) at least for contract period and 06 months thereafter and shall be in position to produce the same as and when demanded in case of any dispute.

The Above condition will become part of the tender document and should be signed by the bidder/tenderer.

*Extension & change
Approved as above
Phalish*

[Signature]
Manager (OS)