

Ref.Estate/D015/EDMS

Date:28.11.2023

Sr. Divisional Manager

Sub: Advertisement for Hiring Premises for RMF centre (EDMS) at Bilaspur (HP) within radius of 05 km. (approx.) from LIC of India. Branch office housing Board colony Jeevan Jyoti Bilaspur (HP)

We have received additional space requirement mail from Manager (EDMS) at Bilaspur (HP). We have also received a letter from the owner of the already hired premises for RMF centre (EDMS) at Exotica Dholra sector Bilaspur (HP) Sh. Mohinder Singh regarding available additional space 3000 sq. ft. . We have sent the same to Zonal Office for approval but Zonal office has advised us vide mail dated 04.07.2022 to go for open tender for additional space for RMF centre (EDMS) , Bilaspur (HP). W have already floated tender for three times for hiring space for EDMS Bilaspur but no bidder qualified. Hence, for hiring of Premises for RMF centre (EDMS) at Bilaspur (HP) under two bid systems, we have to again upload the tender document and advertisement copy on Central Office site through CC Deptt. NZO, Delhi.

We recommend the following points thereof :-

A) Programme for the tender:-

- 1.The date to publish advertisement in newspaper : 01.12.2023
- 2.Period of Issue of tender forms : 01.12.2023 to 18.12.2023 up to 15 hrs
3. Last date of receipt of tender : 18.12.2023 up to 17 hrs
4. Date of opening technical bids : 19.12.2023 at 11 hrs
5. Tender cost : Rs.295/- (Rs. Two Hundred Ninety-Five only)
7. Earnest Money Deposit : Rs.10000/- (Rs Ten Thousand only)refundable
8. Date of upload of Advertisement on LIC site : 01.12.2023

B) Cost for publishing the News paper advertisement as approved rate vide office note dated 03.12.2020 (copy enclosed):-

Sr.no	Name of Newspaper	Area of the advertisement	Approved cost (rate per sq.cm)HP Edition	Total amount	Remarks
1	The Tribune(English)	8*8 cm=64 sq cm	Rs 191.00	Rs 12224.00	At good position
2	Punjab Kesari (Hindi)	8*8 cm= 64 sq.cm	Rs 298.00	Rs 19072.00	At good position
Total amount=				Rs 31296.00	
GST @5%				Rs 1564.80	
Gross amount				Rs 32860.80	

C) To upload the tender document on LIC website.

D) Draft of English & Hindi advertisement.

E) Tender draft

Submitted for approval of point no A, B, C,D & E.

AO (Estate)

Manager (Estate)

Approved
Lijy
JSDM

17