



**LIFE INSURANCE CORPORATION OF INDIA
BARDHAMAN DIVISIONAL OFFICE
GHORDOUR CHATI, GOPALNAGAR, PO. SRIPALLY,
DT. PURBA BARDHAMAN - 713103**

Notice

Ref: BDO/Sales/CC/Empanelment

Date: 08.03.2024

**Empanelment of Firms / Vendors / Dealers / Agencies / Suppliers / Printers /
Manufacturers / Service Providers
(From date of approval of empanelment till 31.03.2026)**

Applications are invited from reputed Firms / Vendors / Dealers / Agencies / Suppliers / Printers / Manufacturers / Service Providers for Empanelment for following items:

Sl. No.	CATEGORY	Minimum Turnover in last three years (Rs.)
1	A) Preparation of Signage / Hoarding / Pole Kiosks/ Gates & other outdoor publicity display B) Wall Painting C) Composition of publicity jingles D) Publicity through mobile vans	A) 10 Lacs B) 5 Lacs C) 3 Lacs D) 3 Lacs
2	Printing of Flex / Banner / Leaflet / Poster / Hand bills / Dangers / Booklets / Certificates & Other allied Publicity materials	5 Lacs
3	Competition prizes / Gift Items /Trophies / Mementos	5 Lacs
4	Supply of stationery items like Note Pad / Plastic files / Pen etc	3 Lacs

1. Any Firm/Vendor/Agency/Supplier/Service Provider may apply for one or more than one items categorized under a specific Sl. No. in a single application. The Sl. No/s. of the category is/are required to be filled up in the application form (annexure-A) which may be downloaded from our website www.licindia.in Separate application forms are required to be submitted for items mentioned under different Sl. Nos. Application for empanelment duly completed should be submitted at the Sales Department, L.I.C. OF INDIA, BARDHAMAN DIVISIONAL OFFICE, GHORDOUR CHATI, SREEPALLY, BARDHAMAN – 713103 in a closed envelope super scribed as “Application for empanelment of suppliers/vendors/Service Provider under Sl. No. (1/2/3/4) Name of the Category.....” Along with nonrefundable application fee of Rs.236/- inclusive of GST (200.00+36.00) in the form of demand draft in favour of Life Insurance Corporation of India payable at BARDHAMAN or can be deposited at our cash



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counter in cash during cash working hours. The vendors/firms desirous to be empanelled with us for above said jobs (Sl. No.1 to 4) and fulfilling conditions as per Annexure "A" enclosed, may apply for empanelment for undertaken at **Sales / C.C. Department, Bardhaman Divisional Office, Gopalnagar (Ghordour Chati) P.O. Sripally, Beside Baikunthapur Gram Panchayet - 2, Bardhaman - 713103**. The applications in questionnaire form (Annexure 'A') along with the enclosures i.e. necessary certificates in evidence of the facts mentioned in the forms are to be sent at the address mentioned above **on or before 28.03.2024 by 3.00 p.m.** The Corporation bears no responsibility for applications received after due date and stipulated time and are liable to be rejected.

2. The firms/suppliers/service providers who are on our panel as well as other offices of Corporation are required to apply for fresh empanelment if interested.
3. Firms/suppliers/service providers who have been black listed / removed earlier by any office of the Corporation, should not apply. If applied, their applications will not be considered.
4. Mere submission of Application for empanelment does 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 applicant the grounds of any such action. The Corporation reserves the right to raise the minimum eligibility criteria for empanelment depending on the response.
5. Applications incomplete in any respect will not be entertained and are liable to be rejected.

Sr. Divisional Manager