

**Terms and Conditions**

This tender consists of two parts, viz., Technical Bid including Instructions to Bidders, Terms and conditions and Financial Bid containing expected price only. Separate Technical and Financial bids are to be submitted for each proposal. The Technical Bid, Financial Bid and the Earnest Money Deposit should be sealed in envelopes. The use of envelopes will be as under:

- a) Envelope marked as 1 - The duly completed Technical Bid be put in this envelope and sealed.
- b) Envelope marked as 2 - The duly completed Financial Bid be put in this envelope and sealed.
- c) Envelope marked as 3 - The Demand Draft or Bankers cheque for 'Earnest Money Deposit' and 'Cost of tender document' or the 'Miscellaneous Receipt' of the required value be put in this envelope and sealed.
- d) Envelope marked as 4 - All the three envelopes shall be placed in envelope marked - 4 and sealed (i.e. Envelopes marked as 4, will contain three envelopes marked as 1, 2 and 3) and submitted to LIC of India, in sealed condition super-scribing as "Tender for purchase of Plots at **Kottarakara** to be opened on **20.08.2025 at 3 pm**".

Terms and conditions:

1. The terms and conditions along with the instructions will form part of the tender to be submitted by the tenderer to LIC of India, herein termed as Corporation.
2. Tender which is received on account of any reason whatsoever including postal delay etc. after the expiry of time and date i.e **20.08.2025** upto **1 pm** fixed for submission of tenders shall be termed as 'late' tender and not to be considered. Such tender shall be returned to the concerned party without opening the same.
3. All vendors are requested to submit the tender documents (Technical Bid and Price Bid) duly filled in with the relevant documents/ information at the following address:

**The Senior Divisional Manager  
Life Insurance Corporation of India  
Divisional Office, Jeevan Prakash  
Pattom, Thiruvananthapuram-PIN: 695004**

4. All columns of the tender documents must be duly filled in and no column should be kept blank. All the pages of the tender documents are to be signed by the authorized signatory of the tenderer. Any over writing or use of white ink is to be duly initialed by the tenderer. The Corporation reserves the right to reject the incomplete tenders.





5. In case the space in the tender document is found insufficient, the vendors may attach separate sheets.
6. The offer should remain valid at least for a period of 6 months to be reckoned from the date of opening of 'Technical Bid'.
7. There should not be any deviation in terms and conditions as have been stipulated in the tender documents. However, in the event of imposition of any other condition, which may lead to a deviation with respect to the terms and conditions as mentioned in the tender document, the vendor is required to attach a separate sheet marking 'list of deviations'.
8. The Technical bids will be opened on **20.08.2025** at **8 pm** in the presence of tenderers at our above office. All tenderers are advised in their own interest to be present on that date, at the specified time.
9. Corporation reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
10. Canvassing in any form will disqualify the tenderer.
11. The short-listed vendors will be informed in writing by the Corporation for arranging site inspection of the offered premises.
12. Income-Tax and Statutory clearances shall be obtained by the vendors at their own cost as and when required. All payments to the successful vendor shall be made by NEFT only.
13. Any over writing should be initialed by the authorized signatory of the bidder. The Corporation reserves the right to reject the incomplete tenders or in case where information submitted is found incorrect.
14. No advance payment will be made. The payment will be made as full and final settlement after verification of the plot area through joint measurements and on execution of Sale Deed
15. The title report proving ownership and clear marketability is to be enclosed.
16. The plot shall be preferably freehold. Alternatively, if it is leasehold, in case of such plots, details regarding lease period, copy of lease agreement, initial premium and subsequent rent shall be furnished.
17. Property should be situated in good commercial/ residential area of the town/ city with congenial surroundings and proximity to public amenities like bus stop, banks, markets, hospitals, Schools etc.
18. No high tension line should pass through the plot.
19. The plot should have good frontage and proper access.
20. It should be free from encroachment, litigation and have clear title.
21. Certificate from the competent authority indicating the Zone in which the plot is lying (Commercial, Residential or Commercial cum Residential).
22. It should have easy access of Municipal water line and also Municipal sewerage line.
23. Latest certificate from the competent authority of having paid all the updated relevant taxes indicating the details of the property offered for sale.
24. Offers received from Government Bodies/ Public Sector Undertakings/ State Housing Boards etc. will be considered on merits.



25. In case the space in the tender document is found insufficient, the bidder may use separate sheets to provide full information.
26. The Corporation may issue public notice in the leading newspapers inviting claims from the public, if any, before entering into the conveyance deed/ Memorandum of Understanding for the offered property. The vendor should not have any objection for issuance of public notice by the Corporation.
27. The purchase price is subject to negotiation and the Corporation will accept the offer only at fair market rate based on its valuation.
28. In case the plot falls in a zone other than commercial, the vendor shall be agreeable to effect conversion of the plot to commercial zone at his cost after an agreement is reached regarding the purchase of the plot but before registration.

**Signature of vendor with seal**



**Signature of the authorized officer with seal**

