



LIFE INSURANCE CORPORATION OF INDIA
DIVISIONAL OFFICE: RAJAHMUNDRY

Ref: EDMS

TENDER FORM

To be filled in by the dealer

Service Description:

Picking up of Dockets from Racks as per the list. Verification of Dockets with the papers inside the dockets, Separation of papers and docket covers and keep them un order, Re arranging of Dockets, Picking up of Incremental bundles shredding of the papers and keeping the same in gunny bags. (Gunny bags at dealer's cost)

Quantity of job to be taken up : 6,88,482 dockets and 3465 batches of incremental bundle papers.

Place of work : RMF centre , L.I.C of India ,M.N. Complex Morampudi , Rajahmnundry.

Time schedule for Completion of the Job is 40 days from the date of work order issued.

1. Rate for picking up of the dockets Verification of the dockets with the papers Inside Separation of papers and Dockets covers and keeping in order. Rearranging of Dockets Shredding of papers and filling the same in Gunny bags at vendor's own cost. 2. Rate for picking up the incremental bundles from Racks and shredding the papers and filling the same in Gunny bags at vendor's own cost.	Rate per Docket (including all Taxes) Rs. Rate per Bundle (including all Taxes) Rs
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I/We hereby agree to the terms and conditions specified in there of the letter given.

Signature of the Dealer with address