



**Divisional Office, “Jeevan Prakash”, 60 A, Arera Hills, Bhopal – 462011.**

**APPLICATION FORM FOR EMPANELMENT OF FIRM.( SALES DEPARTMENT ETC)**

<b>SERIAL NO. OF CATEGORY</b>	<b>NAME OF CATEGORY</b>	<b>Minimum Average Annual Turnover required (in last 3 FY ) 2022-23, 2023-24, 2024-2025</b>	<b>Applying (Yes / No)</b>
<b>1</b>	Different Home Utility Items, Bag & Gift items(electrical and electronics goods),Crockery, plastic , wooden & leather items, watch and other Utility Items. Branded readymade cloth items and Branded cloth materials, Supply of Table stationary, Metal Items, Utility Items, Silver & Gold Items and all types of Gift Items which can be used in floating Competitions to our all marketing. Channels, etc.	<b>Rs. 5 LAKHS</b>	
<b>2</b>	Advertising, in news-paper, Agency's Etc	<b>Rs. 10 LAKHS</b>	
<b>3</b>	Flex /Vinyl (front and back lit), cloth banner printing Similar Work Etc	<b>Rs. 20 LAKHS</b>	
<b>4</b>	Flex fittings work Similar Work Etc	<b>Rs. 10 LAKHS</b>	
<b>5</b>	Rental Hoardings / Rental Railway Flex board, Sign Boards Similar Work Etc	<b>Rs. 25 LAKHS</b>	
<b>6</b>	Publicity Van (Prachar Rath) Similar Work Etc	<b>Rs. 20 LAKHS</b>	
<b>7</b>	Wall paintings work Similar Work Etc	<b>Rs. 25 LAKHS</b>	
<b>8</b>	Supply of Trophies, Metal / Wooden certificates/Plaque, Etc	<b>Rs. 5 LAKHS</b>	
<b>9</b>	Flex/display board making, supply and installation / Hoardings making, supply and installation / Repairing of Hoarding, Similar Work Etc	<b>Rs. 10 LAKHS</b>	
<b>10</b>	Glow sign Board supply and installation/ Repairing ,Electrical Fittings Items / parts for Glow Sign Board/ Supply of Timers repairing and services, Similar Work Etc	<b>Rs. 25 LAKHS</b>	
<b>11</b>	Other publicity activities / items.Etc	<b>Rs. 10 LAKHS</b>	

<b>12</b>	Pamphlets/Leaflets/Posters/Badge etc. printing and supply work, Similar Work Etc	<b>Rs. 10 LAKHS</b>	
<b>13</b>	Transportation work : supply/delivery to Branch Offices of Diary/ Calendar and other Items, Similar Work Etc	<b>Rs. 10 LAKHS</b>	

**Note: Registration Fees Rs. 295/- to be paid for each Category applied.  
(Please mention all Category Serial Number and Name of the Category for which you are applying)**

**Conditions for empanelment:**

1. The firm/supplier should be in profession for at least 3 years.  
(Copy of proof must be enclosed.)
2. The firm should be on the approved panel of at least 2 reputed Firms.
3. The Firm/Supplier should have registration with state & local authorities for undertaking the profession. (Copies of proof to be enclosed)
4. The firm/supplier should keep sufficient stock in hand so as to comply with the urgent needs without any delay.
5. Enclose Amount of turnover Copy CA Certificate for the Financial Years:  
FY 2022-23, FY 2023-24 and FY 2024-25

**APPLICATION FOR FIRM/SUPPLIER/SERVICE PROVIDER.**

**Part 1 : General Information**

<b>Serial No.</b>	<b>INFORMATION SOUGHT</b>	<b>Information Provided:</b>
<b>1</b>	<b>Name of the Firm (In Block Letters)</b>	
<b>2</b>	<b>Date of Establishment/Incorporation (E/I on or before 01-04-2022)</b>	
<b>3</b>	<b>Correspondence Address and Telephone / Mob. No. and Email</b>	
<b>4</b>	<b>Address of Head Office (if separate) And Telephone / Mob. No.</b>	

5	<b>Status Proprietary/Partnership/ Limited Company/Public Limited Company</b>	
6	<b>Names of Partners/Directors</b>	
7	<b>Name of Chief Executive with his Present addresses and Telephone Numbers, If any</b>	
8	<b>Name of Representative(s) with Designation who would be calling on us and attending to our jobs Mobile Number and eMail Id.</b>	
9	<b>Name of Bankers with addresses and Telephone Nos. IFSC Code, Account Number, Bank Name and Branch (NEFT – Details)</b>	
10	<b>The Firm/Agency registered under the Shops and Establishment Act? Gumashta / License No. (Enclose copy) Date of last renewal of license (Copy of license to be enclosed) PAN No. (Enclose photo copy) GST No. (Enclose photo copy) ESIC No.(Enclose photo copy) EPF Registration No. (Enclose photo copy)</b>	
11	<b>Are you agreeable to make deliveries to Corporation's Office at BHOPAL and other Offices Outside BHOPAL when so directed?</b>	
12	<b>Are you agreeable to abide strictly by the Terms and Condition of the Tenders and Contracts?</b>	

13	If your Firm is empanelled with any of Office of LIC of India or any other PSU (Central). Please give names and addresses. (Copy of empanelled letter should be submitted)	
14	State the latest income Tax for last Three Years (Self attested copy of last 3 Years IT returns to be attached)	FY 2022-23 FY 2023-24 FY 2024-25
15	Turn over for last Three Years (Certificate issued by Chartered Accountant to be attached as per Annexure A )	FY 2022-23 FY 2023-24 FY 2024-25
16	Web Site Address of the firm/Company	
17	Whether Black listed by any Govt. Depts./Public Sector Company/LIC Office?	
18	Application form fees Rs 295 (including GST) for each category.	Submit Details

**Note:** Please type this form or fill it legibly in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate question number and attach it along with the Application Form.

We \_\_\_\_\_  
Request Life Insurance Corporation of India, Divisional Office, “Jeevan Prakash”, 60-A, Arera Hills, Bhopal – 462023 to consider inclusion of my/our name in the list of their approved firms/suppliers. We agree to give full satisfaction to the Corporation in the event of their doing so.

**Dated:**

**Place:**

**(Signature)**

**Name:**

**Designation:**  
(Seal)