

**LIFE INSURANCE CORPORATION OF INDIA**  
**Guwahati Divisional Office, "JEEVAN PRAKASH", S. S. Road, Fancy Bazar,**  
**Guwahati, Assam, Pin: 781001**

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**Corrigendum**

**Date:25.12.2025**

**Tender Title:** TENDER FOR CARRYING OUT THE JOB OF POLICY DOCKET & INCREMENTAL RECORD PULLING, SHREDDING & POLICY DOCKET RE-ARRANGEMENT AT RMF CENTRE Under LIFE INSURANCE CORPORATION OF INDIA ,GUWAHATI , DIVISIONAL OFFICE, GUWAHATI

Date of Upload: 22.12.2025

It is hereby informed to all prospective bidders that in the tender document for the above-mentioned tender, the Annexure III inadvertently typed incorrectly. The corrected Annexure III is attached herewith. The participating bidders are hereby requested to ignore the Annexure III uploaded with Tender Notice on 22.12.2025 and go according to Annexure III attached herewith.

All other terms and conditions of the tender remain unchanged.

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**Annexure III**  
**FINANCIAL BID PROFORMA FOR OLD RECORD DESTRUCTION AT EDMS RMF**  
**CENTER**

<b>Sl. No. (A)</b>	<b>Particulars (B)</b>	<b>Quantity (C)</b>	<b>Cost per Unit Rs. (D)</b>	<b>Total Quantity (Approx.)</b>	<b>Total Cost Rs.</b>
1.	Value of Shredded Waste Paper( For Sale)	Per Kg		105000 Kg. (Approx)	
2.	Cost of Picking dockets from Racks as per list provided	Per Docket		825632 ( Approx)	
3	Cost of tearing/Shredding of papers & packing	Per Docket		825632 ( Approx)	
4	Cost of Picking files and tearing / Shredding Incremental Documents as per list provided	Per File		14400 (1440x10) (Approx)	
5	Rearrangement of Dockets on Racks and Marking the batch No., 1st & last Number of each self in a register Branch/Row wise.	Per Rack		1457 Racks (Approx.)	
6	Total (2+3+4+5)				
7	Tender Cost (6-1)				

1.Rate should be exclusive of GST & all other Taxes. Tender Cost excluding GST will be considered for selection of L1 Vendor.

2.If there is a discrepancy between rate per Docket and total value mentioned in last Column, then rate per Docket will be considered.

3.There should not be any overwriting and any hedging condition.

4. Total Nos of Dockets mentioned above is approximate which may decrease or increase at the time of Work, However the Payment will be released on the basis of RATE PER DOCKET / File mentioned in column "D".

5. GST will be paid at applicable rate on the Value of Work.

Signature of the Vendor Authorised Person Name :

Designation :

Seal