



LIC

भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

LIFE INSURANCE CORPORATION OF INDIA

JEEVAN PRAKASH, DIVISIONAL OFFICE

30 Hazratganj, Lucknow-226001

E-mail: sales.lucknow@licindia.com

ANNEXURE-A

Application form for empanelment of approved Vendors/ Firms/ Dealers for Purchase of Competition prizes, Gift articles and Mementos.

PART-1 General Information

| 1 | Name of the Firm (In Block Letters) | | | | | | |
|---------|--|---|---------------------------|----------|-----------|--|--|
| 2 | Date of Establishment / Incorporation | | | | | | |
| 3 | Status: Proprietary/ Partnership/ Private Limited Co./ Public Ltd. Co. | | | | | | |
| 4 | Name of Proprietor/Partners/Directors with mobile number and e-mail id. | | | | | | |
| 5 | Name of Chief Executive: Address of Head Office Contact No. (Office) Contact No. (Mobile) E-mail | | | | | | |
| 6 | Name of Representative(s) who would be calling on us and attending to our jobs Correspondence Address (if other than Head Office) Contact No. (Mobile) | | | | | | |
| 7 | PAN Number (Xerox copy to be enclosed) | | | | | | |
| 8 | VAT Number (Xerox copy to be enclosed) | | | | | | |
| 9 | GST Registration Number (Xerox copy to be enclosed) | | | | | | |
| 10 | MSME Registration Number (Xerox copy to be enclosed) | | | | | | |
| 11 | NSIC Registration Number (Xerox copy to be enclosed) | | | | | | |
| 12 | Is the firm registered under the factory / Company Act? If so, state (i) License No. (ii) Date of last renewal of license (Encl. Copy) (iii) ESIS No, if any EPF Registration No, if any | | | | | | |
| 13 | Bank Account Details (Attach copy of Cancelled Cheque/ Xerox of Passbook) | | | | | | |
| 14 | Details of work executed of most valued clients during the last 3 years | | | | | | |
| Sl. No. | Type of work | Work executed for (Name of the Institution) | Nature of work (In brief) | Location | Value Rs. | Duration of work with date commence completion | If work left incomplete or Terminated (Give Reasons) |
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |

| | | |
|---------|--|------------------------|
| 15 | Turnover of last 3 Financial Years (Submit Xerox Copy of Balance Sheet, ITR, Revenue A/C, Profit & Loss statement for all three years) | |
| Sl. No. | Year | Turnover (Rs. In Lacs) |
| 1 | FY 2020-21 | |
| 2 | FY 2021-22 | |
| 3 | FY 2022-23 | |
| 16 | Any other Specialties of your establishment. | |
| 17 | Whether black listed by any Govt. Dept. / Pub. Sector Company? | |
| 18 | Do you agree to make deliveries to Corporation's office at Lucknow and branches under Lucknow's jurisdiction? | |
| 19 | Do you strictly abide by the term and condition of the empanelment (Copies enclosed)? | |
| 20 | Is your firm empanelled with any offices of LIC of India or any other PSU (Central), Must Enclose copy of empanelment letter. | |

DECLARATION

1. I/We have read the instructions appended to the Profarma and I/we understand that if any false information is detected at a later date, any future contract made between us and LIC on the basis of information given by me/us can be treated as invalid by LIC. I/we will be solely responsible for the consequences.
2. I/we agree that the decision of LIC in selection of contractors will be final and binding to me/us.
3. All the information furnished by me hereunder is correct in the best of my knowledge and belief.
4. I/we agree that I/we have no objection if enquiries are made about the work listed by me/us in accompanying sheet.
5. I/we agree that I/we have not applied in the name of sister concern for subject empanelment process.

Place:

Date:

SIGNATURE.....

NAME & DESIGNATION.....

SEAL OF ORGANISATION



PART-2 Term & Conditions

1. The firm should be in business/profession for at least 3 years.(Copy of Registration certificate must be enclosed)
2. The firm should have registration with State/Local authorities for undertaking the business/profession Firms, who are on our Divisional Office panel, should also apply for fresh empanelment.
3. The approved firm / vendor should be in position to comply with the urgent need without delay and ready to supply the Items/works at LIC of India, Jeevan Prakash, Divisional Office, 30 Hazratganj, Lucknow-226001 and Branches under Divisional Office Jurisdiction.
4. In case of Authorized and approved vendor/ dealer, Copy of valid authorized dealership certificate must be enclosed.
5. The empanelment would be subject to satisfaction of the Purchase committee, which shall visit the Shop/ Work shop of the Vendor to evaluate the capacity of the applicant to execute the assigned job.
6. Firms, who have been blacklisted /removed earller, should not apply. If applied, their applications will not be considered or may be terminated at any time after empanelment without assigning any reason.
7. The Firm should necessarily have TIN No./VAT/SAT/GST Registration.
8. Applicant has to deposit Rs.100/- + GST@18% (Rs.118/-) in cash at our cash counter of Divisional office, Lucknow or in the form of DD favoring LIC OF INDIA, Payable at Lucknow
9. Period of empanelment start from 01.07.2024 to 30.06.2026 for 2 years and can be extended for one more year (if required).
- 11 The prescribed application form Annexure-A (Consist of Three Parts) is to be sent to "Chairman Purchase Committee/Quotation Opening Committee, LIC of India, SALES DEPARTMENT, Jeevan Prakash, Divisional Office, 30 Hazratganj, Lucknow-226001
- 12 The Application form should be kept in a sealed envelope super scribed as Application form for empanelment of approved Vendors/ Firms/ Dealers for Purchase of Competition prizes, Gift articles and Mementos, Last date: 13.06.2024 till 03.00 PM
- 13-Incomplete application will be rejected without assigning any reason, there on.
- 14-If firms already Empanelled in any Division of LIC must send certificate of Empanelment.

NOTE: 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 applicants the grounds of any such action. The Corporation reserves the right to raise the minimum eligiblility criteria for empanelment depending on the response.

PART-3 Category of Empanelment

- A. CROCKERY & KITCHEN WARE ITEMS OF REPUTED BRANDS SUCH AS CELLO, MILTON ETC.
- B. SUITING & SHIRTING MATERIALS OF REPUTED BRANDS BRANDED READYMADE SHIRTS/T SHIRTS ETC.
- C. BRANDED BED SHEETS, BLANKETS, SHAWLS & TOWELS ETC.
- D. BAGS, TRAVELLING BAGS, TROLLY BAG ETC.
- E. ELECTRIC APPLIANCES OF REPUTED BRANDS.
- F. BRANDED WALL CLOCK AND WRIST WATCHES ETC.
- G. PRINTED CAP, UMBRELLA ETC.
- H. TROPHIES, SHIELD AND MEMENTO ETC.
- I. Silver/Gold Coins/Silver Artefacts
- J. CORPORATE GIFT ITEMS.

PLEASE TICK THE CATEGORY YOU ARE APPLYING FOR

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| A | B | C | D | E | F | G | H | I | J |
|---|---|---|---|---|---|---|---|---|---|

SIGNATURE.....
NAME & DESIGNATION.....
SEAL OF ORGANISATION