



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Life Insurance Corporation Of India

Divisional Office: Jeevan Prakash Building City Centre, Gwalior (MP) Pin-474011. Ph N.0751-2448617, 645.

C O N T E N T S

SUB : TENDER FOR COMPREHENSIVE CAMC OF AC/WATER COOLERS AT VARIOUS OFFICES UNDER DIVISIONAL OFFICE, GWALIOR

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Sr Divisional Manager.

Contractor Seal & Signature



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NOTICE

SUB : TENDER FOR COMPREHENSIVE CAMC OF AC/WATER COOLERS AT VARIOUS OFFICES UNDER DIVISIONAL OFFICE, GWALIOR

The Tendering Schedule will be as under: -

- | | | |
|--------------------------------------|---|-----------------------------------------------------------------------------|
| 1- Issue of Tender Form | : | 21-08-2024 TO 04-09-2024
up to 05.00 PM |
| 2- Last Date of submission of Tender | : | 04-09-2024 up to 5.00 PM |
| 3- Date of opening of Tenders | : | 05-09-2024 at 12.30 PM |
| 4- Cost of Tender Form | : | Rs.250+ 18%GST(Rs.295) ** |
| 5- Earnest Money Deposit (EMD) | : | Rs. 20000.00 |
| 6- Contract Period | : | 01 year, extendable for 01
Year two times, as per terms
& conditions. |
| 7- Validity of Tender | : | 90 days from the date of acceptance
of Tender |

**May be deposited through Demand Draft drawn in favour of "LIC OF INDIA" payable at Gwalior Or by Cash to be paid at LIC, D.O. Gwalior's Cash Counter on all working days (Monday to Friday).

Sr. Divisional Manager.

Contractor Seal & Signature



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Ref : D.O./OS/CAMC-AC/WATER COOLER//2024-25

Date:

LETTER TO CONTRACTOR FROM SR. DIVISIONAL MANAGER

M/s.....
.....
.....
.....

Dear Sir/s,

SUB : TENDER FOR COMPREHENSIVE CAMC OF AC/WATER COOLER AT VARIOUS OFFICES UNDER DIVISIONAL OFFICE-GWALIOR.

The tender papers for the above work will be issued from the Office of the “The Manager (OS) LIC of India, Divisional Office, City Centre, Gwalior (MP) and last date of receipt of tender is on 04-09-2024 upto **05.00 PM** and tender will be opened on dated 05-09-2024 **at 12.30 PM.**

We are enclosing herewith the tender documents for the aforesaid work. If you are interested in tendering for the above work you are requested to collect the tender documents in time.

You are requested to submit your lowest tender for the above by entering the rates & amounts for the item mentioned in the schedule of quantities. Tender must be submitted by filling in item rates and amounts in the schedule of quantities in the tender documents. Tender not submitted on our schedule are liable to be rejected summarily.

Your tender should remain open for acceptance for a period of three months from the date of receipt of tender. The tender shall be governed by the terms & conditions of contract embodied in the tender documents.

The Cost of Tender Form Rs.250+18% GST (Rs. 295/-) and Earnest Money of **Rs.20000.00** prescribed in the tender documents must be furnished in the form of DEMAND DRAFT or Receipt of cash deposited at our Cash Counter, with the tender. The DD towards payment must be drawn only in the name of “Life Insurance Corporation of India” from any Nationalized Bank payable at Gwalior. Demand Draft drawn in any other name will not be accepted.

All papers of tender should be duly sealed along with literature of equipment offered etc. Postal delay as an excuse for late receipt of tenders will not be accepted.

Yours faithfully,

Encls : Tender programme.

Sr. Divisional Manager.

Contractor Seal & Signature



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LETTER TO SR. DIVISIONAL MANAGER FROM CONTRACTOR

To,

The Senior Divisional Manager,
Divisional Office,
Jeevan Prakash Building,
City Centre, Gwalior (MP) 474011

Dear Sir,

SUB : TENDER FOR COMPREHENSIVE AMC OF AC/WATER COOLER AT VARIOUS OFFICES UNDER DIVISIONAL OFFICE- GWALIOR.

Having examined in details, the tender documents relating to the above works and having visited and inspected the site of the proposed works and having acquired the requisite information relating there to as affecting the tender invited by you on behalf of the Life Insurance Corporation of India, I/We, the undersigned hereby offer to execute and maintain the proposed works on item rate basis in strict accordance with the contract conditions and specifications.

I/We, undertake to complete the whole of works within the stipulated time as specified in conditions of contract from the date of issue of an intimation from you that the tender has been accepted and upon receiving possession of the site, I/We, shall be under the obligation to pay the sum as stated in the Conditions of contract for the period the works shall remain incomplete, for damages as compensations subject to the conditions of contract relating to an extension of time.

I/We, hereby agree to deposit the sum stated as Security Money, which shall be forfeited by the LIFE INSURANCE CORPORATION OF INDIA in the event of my/our tender being accepted and we fail to execute contract when called upon to do so.

Yours faithfully,

(SIGNATURE OF THE CONTRACTOR WITH DATE & SEAL)

Date:.....

**NAME OF THE PARTNER OF THE FIRM
OR
NAME OF PERSON HAVING POWER OF**

**ATTORNEY TO SIGN THE CONTRACT
(CERTIFIED TRUE COPY OF THE POWER OF ATTORNEY SHOULD BE ATTACHED)**

Contractor Seal & Signature



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INSTRUCTIONS IN REGARD TO SUBMISSION OF FILLED TENDER.

NOTE: Contractor is requested to note that non-compliance of the Following instructions is liable to render their tender non- bonafide.

1. Address to which the tender marked “ORIGINAL” is to be submitted.

THE MANAGER [OS]
LIFE INSURANCE CORPORATION OF INDIA
DIVISIONAL OFFICE,
CITY CENTRE, GWALIOR (MP).474011.

2. Last date for receipt of tenders: 04-09-2024 UPTO 05-00 PM
3. Tenderers should ensure that their tenders are received before the date and time specified above.
4. Contractors are requested to put their firm’s endorsement on each page of the tender document as token of perusal.
5. Contractors should fill in all the relevant blanks and put their signature on the relevant places as shown in the tender document.
6. The Schedule of Quantities should be filled as follows :-
 - (a) Contractors should quote the item rate in figure as well as in words given in Schedule of Quantities.
 - (b) All corrections to be initialed.
 - (c) Each page of the tender and the “General Summary” is to be signed by the Contractor.
7. No alterations or additions are to be made by the contractors to the text of the Schedule of these tender papers. Violation of this instruction entails rejection of the tender at the discretion of the Sr. Divisional Manager.
8. Any tender who proposes any alterations to any of the condition/s lay down or which proposes any other conditions of any description whatsoever is liable to be rejected at the discretion of the Sr. Divisional Manager.
9. The contractor is required to check the numbers of the pages and should any be found missing or in duplicate, or the figure or writing indistinct, he must inform the Sr. Divisional Manager at once and have the same rectified. Should the contractor be in doubt about the precise meaning of any item or figure, for any reason whatsoever, he must inform Sr. Divisional Manager in order that the correct meaning may be decided upon before the date for the submission of the tender.

Neither any liability whatsoever will be admitted nor claim allowed in respect of errors in the contractor’s tender due to mistake in the Schedule of Quantities which should have been rectified in the manner described above.

10. Cost of Tender Form Rs.250+ 18% GST (Rs. 295/-) accompanying the tender will be accepted only in the form of CASH PAID / DD AT CASH COUNTER OF L.I.C. DIVISIONAL OFFICE, GWALIOR or CROSSED DEMAND DRAFT of any of the nationalized banks payable at

Contractor Seal & Signature



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Gwalior drawn in favour of the “LIFE INSURANCE CORPORATION OF INDIA” only and not in favour of any other authority.

11. Contractors are warned that En-cashable Cheque or Bank or Insurance Guarantee or Fixed Deposit Receipt in lieu of the aforementioned form of Cost of Tender Form remittance will not be accepted.
12. The item rates mentioned in words of tender copy marked “ORIGINAL” will be taken as bonafide. Item Rate in words will be taken in precedence over the figures in case of discrepancy and the amounts for the tender items shall be worked out as per rates written in words.
13. Tenders containing errors/over writing/cutting etc are liable to be considered non-bonafide at the discretion of the Senior Divisional Manager.
14. Tenderers should note that their tenders should remain open for consideration for a minimum period of 90 DAYS from the date of acceptance of the tenders.
15. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.
16. If required, contractor should obtain necessary permissions from respective department before commencing the work. The contractor should make all the liaison work / follow up with the local authorities of Divisional Office, Gwalior for the same.

Sr. Divisional Manager.

SIGNATURE OF THE CONTRACTOR WITH DATE & SEAL

Contractor Seal & Signature



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GENERAL CONDITIONS OF CONTRACT.

1) SECURITY MONEY:

Successful Bidder will deposit Security Money @10 % of the total tender amount in form of a Demand Draft drawn in favour of “ LIC OF INDIA’ PAYABLE AT Gwalior or by Cash to be paid at LIC, D.O.Gwalior’s Cash Counter.

2) LAST DATE OF SUBMISSION OF FILLED IN TENDER:

The last date of receipt of tender on **04-09-2024** upto 05.00 PM. and the tenders will be submitted in a sealed cover super scribed “**TENDER FOR COMPREHENSIVE CAMC OF AC/WATER COOLERS UNDER DIVISIONAL OFFICE-GWALIOR**” and shall be delivered to the office of “The Manager (OS), Divisional Office, “Jeevan Prakash”, City Centre, Gwalior (MP)-474011 “and submit the same in the Tender Box kept in office on or before the specified date & time.

3) VALIDITY OF THE TENDER:

The tenders shall be valid for consideration for a period of three months from the date of acceptance of tender. The prices shall remain firm for a period of minimum one year from commencement of work and also extended period if agreed by both.

4) DATES OF COMMENCEMENT & COMPLETION:

The “Date of Commencement “ shall be as stated in the work **order letter** and the contractor shall thereupon and forthwith begin the work and shall regularly proceed with and complete the same on or before the “Date of Completion” stated in the Work Order, subject to the provisions for extension of time hereinafter contained

5) THIRD PARTY WORKS, DAMAGE TO NEIGHBOURING PROPERTY AND WORKMEN’S COMPENSATION:

The contractor shall be responsible for all injury to persons, animals or things, and for all damages to structural and/or decorative part of property which may arise from the operations or neglect of himself or of any sub-contractor or any of his Sub-contractor’s employees, whether such injury or damage arise from carelessness, accident or any other cause whatever in any way connected with the carrying out of his contract. This Clause shall be held to include inter alia, any damage to Building, whether immediately adjacent or otherwise and any damage to roads, streets, footpaths, bridges, or ways as well as all damage caused to the building, and the works forming the subject of this contract by frost, rain, wind or other inclemency of the weather. The contractor shall fully indemnify the Employer and hold him harmless in respect of all and any expenses arising from any such injury or damage to persons or property as aforesaid and also in respect of all and any claim made in respect of injury or damage under any acts of Government or otherwise and also in respect of any award or compensation or damages consequent upon such claim.

The contractor shall reinstate all damage of every sort mentioned in this Clause so as to deliver up the whole of the contract works complete and perfect in every respect and so as to make good or otherwise satisfy all claims for damage to the property of the third parties.

The contractor shall fully indemnify the Employer against all claims which may be made against the Employer by any member of the Public or other third party in respect of anything which may arise in respect of the works or in consequence thereof and shall at his own expense arrange to effect and maintain until the Virtual Completion of the contract with “any Nationalized General Insurance Company”, A POLICY OF INSURANCE of adequate amount in the joint names of the Employer and the Contractor against such risks and deposit such policy or policies with the CE from time to time during the currency of the contract. The contractor shall also fully indemnify the Employer against all claims which may be made upon the

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Employer, whether under the WORKMEN'S COMPENSATION ACT or any other STATUTE in force during the currency of this contract or at Common Law in respect of any Employee of the Contractor

or any Sub-contractor and shall at his own expense effect and maintain until the Virtual Completion of the contract, with "any Nationalized General Insurance Company", a POLICY OF INSURANCE of adequate amount in the joint names of the Employer and the contractor against such risks and deposit such policy or policies with the CE from time to time during the currency of the contract. The contractor shall be responsible for anything which may be excluded from the Insurance Policies above referred to and also for all other damage to any property arising out of or incidental to the negligence or defective carrying out of the contract.

The contractor shall also fully indemnify the Employer in respect of any costs, charges or expenses arising out of any claim or proceedings at law and also in respect of any award of compensation of damages arising there from.

The Employer shall be at liberty and is hereby empowered to deduct fully the amount of any damages, compensation costs, charges and/or expenses arising or occurring from or in respect of any such claim or damage from any sum or sums due or to become due to the contractor.

6) TERMS & PAYMENT:

- Quarterly payment on the basis of actual work done. The bill shall be submitted in Triplicate along with the original copies of the service report of Water coolers and AC to be submitted separately by the vendor and should be countersigned along with seal, designation and mobile no. by the concerned officer.
- 7) Offer should be properly signed by the authorized representative of agency.
- 8) The insurance covers for third party and for workman compensation shall be taken as stated in "Appendix to the Conditions of Contract" before the commencement of the work by the contractor at their cost.
- 9) The contractor will have to strictly follow and abide by all labor laws in force applicable to the work involved, and shall indemnify the employer against any penalties / claims arising from any default on their part.
- 10) The successful tenderer shall provide the name, address & telephone number of their Servicing personal who shall attend the AC/WATER COOLERS units during the defects liability period of one year.
- 11) Work shall be awarded to the lowest tenderer. However in case lowest tenderer is not available for any reasons at any time of the contract period, then the work may be offered to others tenderers i.e. L2, L3. L4 etc who is willing to carry out the work at the same rate of L1.**
- 12) All disputes of any kind what so ever arising out or in connection with this contract shall be transferred to the The Sr Divisional Manager, LIC of India, Divisional Office, Gwalior for the settlement and their verdict will be final and bindings.
- 13) LIC of India reserves the right to split the order among the tenderers & does not bind to accept the lowest tender. It also reserves the right to accept/ reject in part/ full any or all the tenders without assigning any reasons what so ever.
- 14) Extra items if any shall be settled on the basis of cash memos for purchase of material and actual labor employed. Contractor shall be allowed 15% over the above to cover transportation,

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supervision, overheads and profit. Wherever applicable analysis of rates shall be on the pattern of C.P.W.D analysis of rates.

15) SCOPE OF WORK:

The scope of work under CAMC included Comprehensive Service required to maintain the AC/WATER COOLERS unit in proper working condition. The AC/WATER COOLERS machines have to be kept operational effectively in respect their present conditions.

16) TAXES, DUTIES, LEVIES AND DEDUCTION AT SOURCE:

- A. The quoted rates shall be inclusive of all applicable taxes & duties Materials; labour required what so ever except GST. However GST as applicable as per prevailing Tax rules, the GST under partial reverse charge mechanism or as per prevailing GST rules as applicable under finance act of India will be given to the contractor.
- B. Deduction at source of Income Tax etc. shall be made by LIC as per the provisions prevailing from time to time from the contractor's Bills and remitted to the concerned Taxation Authorities / State Government on behalf of the Contractor. No reimbursement, except GST whatsoever, shall be made to the contractors on account of any taxes or duties or increase in the taxes / duties by act any legislation.
- C. **The contractor shall be responsible to pay all statutory levies imposed by the State and Central Government such as Income Tax etc. but excluding GST. GST will be paid separately along with the bills as per applicable rates/ prevailing rates. The Contractor shall submit the bill having GST Number clearly printed and showing the taxes separately.**

Labour cess: Rates are inclusive of Labour cess (if any) and labour cess will be deducted from contractor's bill, as applicable.

- D. The rates quoted shall be inclusive of freight charges paid up to the destination & also shall be inclusive of all shuttering, tools & plants etc. The rate shall include for the same & no extra amount will be paid on any account.

Nothing extra shall be payable.

In case the lowest vendor whose tender has been accepted fails to carry out the work. Or give the unsatisfactory performance and is not in position to attend the CAMC timely the LIC shall be at liberty to depute any other agency to attend the same CAMC at the Risks and costs of the lowest vendor without wasting any time in communication process. Any extra expenses incurred will be recovered from any payment due to the vendor.

Sr. Divisional Manager.

Contractor Seal & Signature



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APPENDIX TO THE CONDITIONS OF CONTRACT

1.	Name of work	Tender for Annual Rate Contract for CAMC of AC/WATER COOLERS installed in various offices under Divisional Office Gwalior (MP)
2.	Completion Period	Quarterly services including attending break down calls / Regular Services etc for CAMC of AC/WATER COOLERS. Period- 01 year , extendable for 01 Year (Twice), as per terms and conditions, if the performance is found satisfactory & as per decision of the Competent Authority.
3.	EMD	Rs. 20000.00
4.	Security Deposit	The Security Deposit for the above work is @ 10% of the total cost of the tender, shall be remitted in the form of cash/DD drawn on any Nationalized Bank in favour of L.I.C of India payable at Gwalior, immediately / within seven days after receipt of acceptance letter. Security Deposit shall be refunded after completion of contract period of one year (the extended period, if any) and handing over the entire machine in good working condition. The Security Deposit shall not carry any interest.
5.	Insurance	Contractor has to take insurance for third party & workmen compensation of adequate amount in the joint names of LIC as first party and Contractor as second party within seven days from the date of acceptance and should be valid till currency of contract. Failing to do so LIC reserves the right to obtain insurance cover on contractors behalf and recover the charges of calculated Premium along with non refundable penalty of Rs.10,000/-.
6.	Taxes	The contractor shall be responsible to pay all statutory levies imposed by the State and Central Government such as Income Tax etc. but excluding GST. GST will be paid separately along with the bills as per applicable rates/ prevailing rates. The contractors/agencies shall submit the bill having GST Number of both clearly printed and showing the taxes separately.
7.	Penalty	Contractor will ensure that complaint is attended with 48 hrs, beyond which they have to provide stand by machines failing which penalty @ Rs.500.00 per day per AC/WATER COOLERS unit shall be charged. In case the fault is not rectified within 96 hrs, LIC may carry out the job by any agency at your risk & cost.
8.	Payment	No advance payment will be made to the contractor at the beginning of the CAMC. However, payment for CAMC of AC/WATER COOLERS units shall be made on completion of each quarter and actual value of work. Thus, during contract period, 04 quarterly payments shall be released to the firm based on satisfactory performance of AC/WATER COOLERS. Contractor will submit the bills in three copies in the next month within 07(seven) days on completion of each quarter along with the copy of service reports (in respective quarter & location) of the AC/WATER COOLER/S, obtained from the user of the individual. Office will arrange payment of these bills within 30 days of bill submission date. If contractor fails to submit the bill within one month of the completion of respective month it will be presumed that no claim (bill) is pending for settlement.
9.	Validity of the CAMC Contract	The CAMC shall remain in force for a period of ONE YEAR effective from date as per Tender Programme. The CAMC can be extended for another ONE YEAR (Twice) on yearly basis on mutual agreed rates & terms, if the performance is found satisfactory & as per decision of the Competent Authority. LIC may terminate the contract at anytime after serving 15 days notice during contract period, if the performance of the contractor becomes poor.

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TERMS AND CONDITIONS FOR COMPREHENSIVE A.M.C. :-

1. The Comprehensive AMC charges indicated in the Schedule of Quantities are inclusive of all taxes excluding GST.
2. The units shall be serviced minimum once in three months & service report duly signed by the user office and has to be preserved and produced along with Quarterly bills.
3. In case any defect cropped up at any time, it shall be attended within 4 Hours in nearby office and within 24 hrs. in mofussil area after getting information over telephone/mail as and when is required. If defect requires machine to be shut down for more than three days or to be taken to factory, a stand by machine has to be provided with out extra cost to LIC.
4. Payment will be made on quarterly basis from concerned D.O. after getting proper acknowledgment from the users of respective Divisional Office / Branch Office (as the case may be) that the preventive maintenance is done satisfactorily and the complaint(s), if any, cropped up during that period are attended satisfactorily.
5. Company has to give proper authorization of Engineer/Supervisor responsible for maintenance of units and maintain proper record of services rendered.
6. In case service is not done/defects not attended within requisite time period, recovery @ Rs. 500 per day per AC/WATER COOLERS from contract money will be made. In case the fault is not attended even within 72 hours, the job will be carried out by any other agency approved by LIC at the ARC contractor's risk & cost.
7. The units shall be serviced both dry and wet servicing once in three months.
8. Split units are to be left operative every time in summer/winter and all Components including compressor to be checked properly.
9. Compressor if found defective shall be replaced with new compressor of same make without any extra charges.
10. Entire refrigeration system to be checked if required gas will be charges as and when necessary.
11. Safety controls should be tested and replaced in case of mal functioning.
12. Air filters to be cleaned and if required to be replace.
13. Cleaning coil to be inspected and cleaned if necessary.
14. Blower motor to be checked and defects noticed will be attended.
15. Any defect in electrical items and central wiring to be brought to the notice of LIC.
16. At least one overhauling of units to be carried out during each year of the contract period.

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17. Separate service reports are to be maintained for routine service and Break down services.
18. Satisfactory level of servicing means that noise level of the machine should be well intake in working order and shall be kept in neat and clean condition also.
19. The contractor shall also ensure to seal the gap between AC/Water Coolers/Aquaguard and wall opening by using rubber gasket/ thermocol to prevent the leakage of cooled air and to minimize the vibration.
20. Service of Air-conditioners shall include all kind of cleaning/overhauling of blower motors, fan motors, cleaning of pipes, grills, filter pad etc. by using air blower, tightening contacts, if necessary & as mentioned in the Schedule of work.
21. The quantities mentioned in the schedule of quantities are provisional but may vary to any extend and maybe omitted. No claim whatsoever shall be entertained on this account.
22. **Scope of CAMC will include comprehensive maintenance including cost of repair/ replacement of any parts.**
23. The quantities mentioned in the schedule of quantities are provisional but may vary to any extend and may be omitted. No claim what so ever shall be entertained on this account.
24. AC/WATER COOLERS units are taken into account for Divisional **Office and Branches under D.O. Gwalior (Annexure "A")**.

Sr. Divisional Manager.

Agreed and confirmed

Signature of Contractor with company seal and date

Contractor Seal & Signature



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Financial Bid

Name of Contractor : _____
Address of firm : _____

Schedule of work and quantity:

DESCRIPTION OF WORK:

Annual comprehensive maintenance including all jobs for the following AC, Water coolers of different makes includes 04 (four) preventive maintenance per year quarterly and overhauling of the machines TWO TIME in a year at the beginning AND mid of the contract. The rates should be inclusive of attending any nos. of breakdown call and repairs of the machines including replacement/repairing of all necessary components and spare parts like compressor, cutter cover, base tray, fan and blower motor, gas charging transformer, operating knobs, filters, relays, thermostats, capillary tube, strainer, switch fan blade, condensing coil, cooling coil, venture, starting and running capacitors rewinding of stator coil, bearings, piston oils and overhauling and de-scaling of cooling coil, condensing unit and cleaning of blower motor, changing of filter pad, painting, adjustment of dampers/grills, repair/replacement of remote etc. for smooth running of AC, Water Coolers as and when required during the contract period.

NOTE: If Compressor is not repairable by vendor, replacement with new compressor with details, serial number etc. to be provided.

S.No.	ITEM	Capacity	QTY.	Annual Rate per unit (in RS.)	Total Amount (In Rs.)
A-1	WINDOW AC	1.0 T	15		
A-2	WINDOW AC	1.5 T	69		
A-3	WINDOW AC	2.0 T	1		
A-4	SPLIT AC	1.0 T	7		
A-5	SPLIT AC	1.5 T	14		
A-6	SPLIT AC	2.0 T	30		
A-7	CASSETTE AC	2.0 T	7		
A-8	DAC AC	5.5 T	5		
A-9	WATER COOLER	40/80	11		
A-10	STABILIZER	4 KVA	76		
A-11	STABILIZER	5 KVA	28		
TOTAL GROUP -A					

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S.No.	ITEM	Capacity	QTY.	Annual Rate per unit (in RS.)	Total Amount (In Rs.)
B-1	WINDOW AC	1.5 T	18		
B-2	SPLIT AC	2.0 T	2		
B-3	DAC AC	3.0 T	2		
B-4	DAC AC	7.5 T	1		
B-5	WATER COOLER	40/80	21		
B-6	STABILIZER	4 KVA	16		
B-7	STABILIZER	5 KVA	1		
TOTAL GROUP -B					
GRAND TOTAL – (GROUP A + GROUP B)					

RATES QUOTED SHOULD BE WITHOUT GST

Amount in words (Rupees.....only)

Seal and Signature of Contractor

Note:

1. L-1 will be decided on total cost (**GRAND TOTAL – (GROUP A + GROUP B)**).
2. The Contractors are requested to quote their item rates in the given formats after inspection of all the machines and getting conversant with the nature of the job involved. Please note that rate quoted is exclusive of all expenses. Levis and cost of parts to be replaced. Nothing extra on any account shall be admissible.
3. LIC does not bind for awarding the work to the lowest tendered. The Competent Authority may award above works to any of our registered contractor on the basis of lowest approved rates.
4. Quantity of AC & Water Cooler may increase or decrease during the contract period
5. GST will be payable Extra as per prevailing rates.

Agreed and confirmed

Signature of Contractor with company seal and date

ANNEXURE - A

Contractor Seal & Signature



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Life Insurance Corporation Of India

Divisional Office: Jeevan Prakash Building City Centre, Gwalior (MP) Pin-474011. Ph N.0751-2448617, 645.

Branch name	1.0tr WAC	1.0T R SAC	1.5T R WAC	1.5T R SAC	2.0T R SAC	2.0TR CASSET S AC	5.5T R DUC T AC	4 KVA STABLIZE R	5 KVA STABLIZE R	WATE R COLLE R	TOTAL AC
D.O. building	14	7	44	4	9	6	2	45	11	2	86
CAB			4	2				4			6
B.O.2 CITY CENTER	1		6		3	1		6	4	1	11
B.O.1 MOTI MEHAL			11	1			3	10		1	15
B.O.3TANSEN NAGAR			1					2		2	1
B.O.4NAYA BAZAR			1					1		2	1
GUEST HOUSE B.O.1				6	2			6	2		8
SO CLIA FALKA BAZ										1	0
B.O. MORAR			2	1	14			2	9	1	17
Customer zone					2				2	1	2
Total Group A	15	7	69	14	30	7	5	76	28	11	147
OUT OF CITY BRANCHES	1.0TR WAC	1.0T R SAC	1.5T R WAC	1.5T R SAC	2.0T R SAC	2.0TR CASSET S AC	7.5T R DUC T AC	4 KVA STABLIZE R	5 KVA STABLIZE R	WATE R COLLE R	TOTAL AC
B.O. BHIND			1					1		1	1
BO ASHOK NAGAR			1					1		1	1
BO DATIA			2					2		1	2
BO GOHAD										1	0
BO DABRA			1					1		1	1
BO GUNA			7				1	5		1	8
BO MORENA			2					2		1	2
BO RAGHOGARH			1					1		1	1
BO SHEOPURKALA N			1					1		1	1
BO SHIVPURI			1					1		1	1
SO AMBHA										1	0
SO BHANDER										1	0
SO BHIND										1	0
SO CHANDERI										1	0
SO CLAI DATIA			1		2			1	1	1	3

Contractor Seal & Signature



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SO INDERGARH										1	0
SO JAURA										1	0
SO KARERA										1	0
SO LAHAR										1	0
SO MORENA										1	0
SO SABALGARH										1	0
Total Group B			18	2	1	16	1	21	21		
Grand Total	15	7	87	14	32	7	6	92	29	32	168

Annexure –B

List of Offices under DO-Gwalior

Names of the Offices

Group A(Local Offices at Gwalior)

- Divisional Office, City Centre, Gwalior
- BO-2, City Centre, Gwalior
- CAB, City Centre, Gwalior
- P&GS, City Centre, Gwalior
- BO-1, Motimahal Road, Gwalior
- Customer Zone /SO-BO-1, Inderganj, Gwalior
- Guest House, BO-1 premises, Motimahal Road Gwalior
- SO CLIA, Phalka Bazar, Gwalior
- BO-3, Tansen Road, Gwalior
- BO-4, Naya Bazar, Gwalior
- BO-Morar, Baradari Chauraha, Gwalior
- Any other Local Branch/SO

Group B(Out station offices under Gwalior Division)

- Branch Office, AB Road, Guna
- BO Bhind, SO Bhind and Lahar
- BO Morena, SO Morena, Ambah, Jaura and Sabalgarh
- BO Gohad
- BO Dabra
- BO Datia, SO CLIA-Datia, bhandar and Indergarh

Contractor Seal & Signature



भारतीय जीवन बीमा निगम
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Life Insurance Corporation Of India

Divisional Office: Jeevan Prakash Building City Centre, Gwalior (MP) Pin-474011. Ph N.0751-2448617, 645.

- BO Shivpuri, SO Karera
- BO Ashoknagar, SO Chanderi
- BO Raghogarh
- BO Sheopur
- Any other outstation Branch/SO