



Amendment

विषय: Empanelment of Agencies for Trade: Civil - ARC - CIVIL, CARPENTRY, PLUMBING & SANITARY REPAIRS , MAINTENANCE , ADDITIONS / ALTERATION & RENOVATION WORKS (costing up to 5 lakh) in all Divisional Limits under Western Zone (Maharashtra, Gujarat, Goa)

REF: Line No: LIC/WZO/ENGG/EMP/2024-25/23 dated 23.08.2024

Inquiry session regarding submission of enrolment form was conducted in conference hall, LIC Yogakshema Building on 29.08.2024 at 15.30Hrs. The following points were discussed and clarified:

Sl no	Inquiries / Request by Agencies	Explanations by LIC
1	<u>Enrolment Form Fee:</u> Agencies requested to allow the payment of enrolment form fee through NEFT, payment at Cash counter since the agencies is applying 5 groups in a trade, then 5 Nos of DDs to be submitted per trade and it is very difficult to obtain many of DDs from the bank.	Due to practical/ Technical difficulties, submission of enrolment form fee other than DD is not accepted. However, agency can submit a consolidated Demand Draft in the favour of "LIFE INSURANCE CORPORATION OF INDIA" Payable in MUMBAI for EACH TRADE according to the number of groups for which the agency wishes to apply.
2	<u>Annual Turn Over(ATO):</u> LIC has mentioned to submit the ATO for past 3 years, ie FY 2021-22, 2022-23 & 2023-24. Since some agencies has not filed the ITR for FY 2023-24 so requested to consider the FY 2020-21. <u>Annual Turn Over(ATO): Contd...</u> Balance sheets, Auditor's report, various statements for 3 Financial years may be more than 100 pages and it may be difficult to scan and upload the in the e-tender wizard.	Since some agencies have not filed the ITR for FY 2023-24, they may submit provisional balance sheet from the Chartered Accountant and if not possible they may also submit the ATR for FY 2020-21. Agencies are advised to upload scanned copy of the Mandatory documents like Solvency / Network Certificate, Turn over report page with UDIN by CA, ITR Acknowledgements, PAN card, GST certificate, Affidavit and balance related documents can be submitted in physical form duly self attested.
3	<u>Performance & Work Completion certificate:</u> Whether Submission of Work order & Form 26AS may be considered as a eligible document in lieu of Work completion certificate & performance certificate?	NO, the agency has to submit the Work completion certificate and performance certificate for eligibility according to the trade wise / category wise for which the agency wish to apply in the past 7 years
4	<u>Affidavit :</u> As per Annexure - A1, Affidavit has to be submitted for proprietary firms. If a single firm is applying for all the trades, whether 4 separate Affidavit needs to be submitted?	Not required , If a single agency is applying for more than one trade, One original affidavit to be submitted in any trade and an attested photocopy needs to attach in other trades.



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5	<u>Qualifying Value of work:</u> Agencies inquired that whether the value of works carried out through ARC will be considered as qualifying value of work for other trades like Trade-1, Trade-2 & Trade-3	NO , The Trade-1, Trade-2 & Trade-3 has empanelment agencies for limited Tender works under WZO Regions not for ARC works. Hence, value of works carried out through ARC are not considered for empanelment for other trades like Trade-1, Trade-2 & Trade-3
6	<u>Similar Nature of works:</u> Whether nature of works executed considered for empanelment for one trade is eligible for empanelment for all trades?	NO , Empanelment is being done for different trades and work of similar nature pertaining particular trade will only be considered for Empanelment.
7	<u>Extension of Last date of Submission of Filled in Empanelment forms:</u> In view of upcoming Ganesh Chaturthi festival and holidays, all the agencies are requested to extend the last date of submission of filled in / uploading the empanelment form upto minimum of 10 days from existing last date ie 09.09.2024 for obtaining relevant documents	It will be considered and advised the agencies to regularly visit for any Amendment / Corrigendum http://www.tenderwizard.com/LIC & http://www.lcindia.com/Tender and keep them updated and no separate intimation will be send.

MUMBAI

30.08.2024

DY CHIEF ENGINEER