



O.S.DEPARTMENT
LIFE INSURANCE CORPORATION OF INDIA
DIVISIONAL OFFICE, Nr. BSNL, SECTOR NO. 11
GANDHINAGAR - 382010
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Annexure - "A"

For CATEGORY NO. 1 to 41
Conditions for empanelment

- 1) The firm should have been established at least three years before. (Copy of registration certificate must be enclosed)
- 2) Annual Turnover should at least Rs.2 lakhs. (Attach Balance Sheet for 3 years).
- 3) The firms should be on the approved panel of at least 3 reputed Firms from Gujarat out of which at least one should be public Sector or Government undertaking. (Enclose copy of letter of empanelment duly certified)
- 4) The firms should have at least 300 Sq. Feet area of operation for printing, binding etc. activities and sufficient storage space.
- 5) The firms should have registration with state & local authorities for undertaking the profession (Copies of state registration & A. M. C. License, TAN/PAN /GST No. to be enclosed)
- 6) Vendors/Firms should keep sufficient stock in hand, so as to comply with requirements without delay.
- 7) Vendor should furnish the specific brand or make, in case of authorized dealer. (Copy of authorize dealership must be enclosed.)
- 8) Corporation reserves the right to cancel your application without giving any reason.
- 9) Application should reach us on or before **30/05/2025** with necessary documents/copy stated in Application form Part – I & II. Incomplete application will be rejected.
- 10) Any dispute subject to **GANDHINAGAR** jurisdiction
- 11) The approved panel will be valid for 3 (three) Financial Years only. i.e. up to **30.11.2028**
- 12) Existing vendors empanelled under Gandhinagar D.O. have to apply a fresh for Empanelment.


Sr. Divisional Manager
GANDHINAGAR DIVISION



