

LIFE INSURANCE CORPORATION OF INDIA
DIVISIONAL OFFICE, "JEEVAN PRAKASH"
SECTOR-11, GANDHINAGAR.-382010.
PHONE NO. 23223591, 23223592

EMPANELMENT NOTICE -2025-2028

Application are invited from the vendors/Reputed firms (including existing empanelled vendors under GANDHINAGAR DIVISION for below mentioned categories for the empanelment for various jobs as mentioned below for DIVISIONAL OFFICE GANDHINAGAR for the period from:01/12/2025 to 30/11/2028.


:CATEGORY OF VENDOR/FIRM FOR SUPPLY OF:

- (A) **FURNITURE AND FIXTURES:-** (01) Furniture & Fittings (Wooden & Iron) Safes, Fire/Water proof storage equipments, Policy Racks., sofa set, chairs etc (02) Purchase of Water cooler, Water Purifier, Fridge, Air Cobblers, Photo Copier Machine, R.O. Systems, Air Conditioners, Weighing Machine (03) Purchase/Maintenance of all types of Curtains (04) Telecommunication equipments such as EPABX, Fax Intercom, CCTV Camera suppliers, Fire Alarm System suppliers etc. (05) Purchase of Note Counting Machine, Fake note detectors(06) Making of Flex Board, Foam Sheet Board, Employees' Name Plates, Information display board etc.(07) Purchase of electrical items like all kinds of Fans, Emergency Light, Wall Clock, Calculators, etc.
- (B) **ANNUAL MANTAINANCE CONTRACT SERVICES:-** (08) AMC/CAMC for Water Coolers, Air Coolers.(09) AMC/CAMC OF Air Conditioner.(10) AMC/CAMC of Water Purifiers/R.O. System/Aqua guard, (11) AMC/CAMC of UPS batteries.(12) AMC/CAMC of bundle note counting and note detector machine(13) AMC/CAMC of fire equipments. (14) AMC/CAMC of lift.(15) AMC/CAMC of electrical Repairing and maintenance work.(16) AMC/CAMC of EPABX system. (17) AMC/CAMC of postal franking machine.(18) AMC/CAMC of CCTV cameras. (19) AMC/CAMC of fire alarm system.
- (C) **PRINTING AND STATIONERY:-** (20) Printing & Stationery such as Forms, Paper etc. (21) Table Stationery and Office Stationery (22) Computer Continuous Stationery – Printed/Blank (23) Envelopes Suppliers, PVC/Plastic Wallet, Folder Suppliers (24) IT Consumables-Computer peripherals such as cartridges, printer ribbons, Printer Head, Lap Top Batteries/Charger etc. (25) Printing of Identity/Visiting Cards for our Employees. (26) Rubber Stamps/Computer Nylons Stamps, Binding Works, Xerox work.
- (D) **ESTATE RELATED MATTERS:-** (27)Housekeeping & Maintenance services for office premises/Guest House/Drainage Work & Cleaning-Services/Plumbing Work/Carpenter Work/Office Furniture Work/Painting Work. (28) Waste paper purchase with lifting services (29) News paper Advertising Agencies (30) Laundry Services. (31) Drinking water suppliers. (32) Cleaning materials, sanitizer, Mask, Hand gloves, Thermal gun etc (33) Security Services. (34) Cleaning of underground and over head water tanks. (35) Outsourcing Jobs. i.e. Office boys, Watchmen, Sweepers, Mali (Gardeners) etc. (36) Pest & Rodent Control Services. (37) Railway and Air ticket booking. (38) Courier service. (39) Civil work. (40) Transportation work (41) Electrical Sub Station maintenance work

NOTE: 01) VENDER/SUPPLIER WHO ARE ON EXISTING PANEL SHOULD ALSO APPLLY FOR FRESH EMPANELMENT. (2) VENDORS/SUPPLIERS WHO HAVE BEEN BLACKLISTED/REMOVED EARLIER SHOULD NOT APPLY. If applied, their application will not be considered. The Corporation reserves the right to include/exclude/cancel the name of the Vendors/Suppliers from its approved list as its absolute discretion without assigning any reason.

Application form are available at above office address by paying Rs. 300/- + Rs.54/- (GST) Total Rs. 354/- by CASH OR DEMAND DRAFT in favor of "LIFE INSURANCE CORPORATION OF INDIA" payable at GANDHINAGAR during cash hours (non refundable) from: 10.30 am to 4.30 pm. THE APPLICATION SHOULD REACH US ON OR BEFORE 30/05/2025 AT 5.30 P.M. MORE INFORMATION AND APPLICATION FORMS ARE ALSO AVAILABLE ON OUR WEBSITE www.licindia.in.

Date: 23/01/2025
Place: Gandhinagar


SR. DIVISIONAL MANAGER
GANDHINAGAR DIVISIONAL OFFICE