



**LIFE INSURANCE CORPORATION OF INDIA**  
**"JEEVAN PRAKASH" DIVISIONAL OFFICE, NAGPUR ROAD, MADAN MAHAL, JABALPUR**

**TERM CONDITIONS FOR EMPANELMENT**

1. The approved Service Providers/vendors/firms should be in profession for at least 3 years.  
(Copy of registration certificate must be enclosed)
2. Minimum Average Annual Turnover should be Rs. 2.00 Lacks.
3. The approved Service Providers/ vendors/firms should have registration with state & local authorities for undertaking the profession (Copies of proof to be enclosed)
4. The empanelment would be done only on the favourable recommendation of the committee which may visit and inspect the premises, workshop etc of the applicants.
5. All applicants are required to affix the signature and seal of the Authorised official of the Service Providers /vendors/firms on each page of Annexure **A**.
6. Applicant has to deposit Rs 590/- (Including GST) in cash at the cash counter of Divisional Office, Jabalpur or in the form of DD/Bankers Cheque payable at Jabalpur favouring LIC OF INDIA along with form.
7. Incomplete application will be rejected without assigning any reason thereof.
8. Form should be typed or filled legible in ink. If space provided is insufficient, please type or write the replies on a separate sheet giving appropriate quest number and attach it to the form.
9. Approved Service providers/firms/approved vendors who are on our existing panel should also apply for fresh empanelment
10. Service Providers / Firms/Approved vendors have been blacklisted/removed earlier, should not apply.
11. The cover should be super scribed as "Application for Empanelment for service of -----"
12. Any dispute relating to the enquiry shall be subject to jurisdiction of the court of Jabalpur.
13. The Service providers/firms/approved vendors should have a PAN of Income Tax Department and GST Registration.
14. The Corporation reserves the right to include/exclude/cancel the name of the firm from its approved list at their absolute discretion with assigning any reason at any time.

Sr. Divisional Manager