

Ref : SDO/OS/GeM/1/2025-2026

09.06.2025

**The GeM Authority**  
**GeM, SPV.**

Dear Sir,

We, the Silchar Divisional Office of LIC of India is situated at “Jeevan Prakash”, Meherpur, Silchar, Assam, Pin 788015 is working as a separate accounting unit under LIC of India. We have registered ourselves in the GeM Portal to procure our requirements from the e-market. . Our Primary User has changed due to transfer of services. In their place, new Primary User Sri Dipankar Bhaduri has joined. We would, therefore, request you to provide GeM buyer id for our new Primary User . The details of our new Primary User are given below:-

**Details about Primary User (HOD)**

1.	Name (of Verifying Authority)	Sri Dipankar Bhaduri
2.	Designation in current position	Manager (OS)
3.	Official Email ID	<a href="mailto:Dipankar.Bhaduri@licindia.com">Dipankar.Bhaduri@licindia.com</a>
4.	Mobile No.	9831611222
5.	Date of Retirement	30.06.2037
6.	Name of Ministry	Finance
7.	Organization	Life Insurance Corporation of India
8.	Department	Insurance
9.	Office Zone	Silchar Divisional Office
10.	Complete Office Address	“Jeevan Prakash”, Meherpur, Silchar, Assam , Pin -788015
11.	Telephone Landline No.	03842-241323
12.	Responsibility	Responsible for creating and managing all Secondary users

Please note that our existing Primary user Shri Pinaki Chaudhuri (Phone No.9433055380) is transferred to Kolkata. So, we need to change the Primary User in GeM portal as well.

Thanking you,

Yours faithfully,



**Sr. Divisional Manager**  
Sr. Divisional Manager  
भारतीय जीवन बीमा निगम  
LIC OF INDIA  
शिलचर मंडल कार्यालय  
Silchar Divisional Office