


e-TENDER NOTICE

 <p>LIC</p> <p>भारतीय जीवन बीमा निगम LIFE INSURANCE CORPORATION OF INDIA</p>	<p>Life Insurance Corporation of India; Engineering Dept., Western Zonal Office, 1st FLOOR WEST WING, JEEVAN BIMA MARG "YOGAKSHEMA", MUMBAI – 400 021 e-mail: wz_engg@licindia.com Phone, 022-66598262 / 66598169 / 66598085 Website : www.licindia.in/tenders</p>	
<p>e-Tender for appointment of Architect cum consultant for Re-development of plot no. 72A,72B and 72C at Bopodi Pune for the proposed construction of Buildings for Pune Divisional office –II, Branch Office , Guest House and Officers Quarters .(THREE BID SYSTEM) Life Insurance corporation of India invites e-bids through the website: http://www.tenderwizard.com / LIC from eligible bidders for the following work as per the details given below:</p>		
Bid document no.	LIC/WZO/ENGG/2025-26/L.No.18	Dt:18.06.2025
Description of work	<p>e-Tender for Design and Development of Conceptual plan, preparation of Architectural, structural & MEP drawings which includes Sanitary works, Electricals works, Lifts, Firefighting Services, Fire Alarm System, STP, WTP, DG sets, Internal and External services, sub Sub-stations, Solar PV/Water heating system, Low voltage systems, External Site Development, Common areas finishing, landscape, Roads & services etc as per Scope of work and getting approval from local municipal authority including NOC's from all other statutory authorities etc.</p> <p>Estimated Cost of project (Approx) Rs 7000/- Lakh. (Excluding GST) EMD: Rs.4,20,000/- (Rupees Four Lakhs Twenty Thousand Only/-). Tender Fee : Rs. 1,180/-(including 18% GST) Non-refundable Tender cost / tender processing fees in the form of D.D of any Nationalized /Scheduled Bank payable at Mumbai. DD in favor of "Life Insurance Corporation of India"</p>	
Sale Period	18.06.2025 ; 17.30 Hrs to 08.07.2025 ; 17.30 Hrs	
Pre-bid Meeting	26.06.2025 at 11.00 hrs	
Online Bid submission closing date & time	08.07.2025 up to 23:59 Hrs	
EMD remittance by RTGS	08.07.2025 up to 23.59 hours ref: to be submitted with UTR number and Bank Address	
Physical submission of Bid-II, Tender Fee & EMD closing date & time	09.07.2025 up to 11.00 Hours	
Online & Physical Opening of EMD, Tender Fee & Prequalification Bid-II (in sealed envelope)	09.07.2025 at 11.30 Hours	
Contact E-mail	wz_engg@licindia.com	
<p>Note : Any addendum / Corrigendum/ sale date extension in respect of above tender shall be issued on website: http://www.tenderwizard.com/LIC only and no separate notification shall be issued in the press. Bidders are therefore requested to regularly visit the said website to keep themselves updated.</p>		
Date : 18.06.2025	CHIEF ENGINEER	

LIFE INSURANCE CORPORATION OF INDIA
Engineering Dept., 1st floor, West Wing, Western Zonal Office,
“Yogakshema”, Jeevan Bima Marg, Mumbai – 400 021
Tel.: 022- 66598262 / 66598169 / 66598085
E-mail: wz_engg@licindia.com

NOTICE INVITING e-TENDER (NIT)

Life Insurance corporation of India invites e-Tender for appointment of Architect cum consultant for Re-development of plot no. 72A,72B and 72C at Bopodi Pune for the proposed construction of Buildings for Pune Divisional office –II, Branch Office , Guest House and Officers Quarters .(THREE BID SYSTEM)

Tender No: LIC/WZO/ENGG/2024-25 L.No.18

Date: 18.06.2025

I	Tendering Document No	LIC/WZO/ENGG/2025-26L.No.18 dated: 18.06.2025
II	Name of the Work	e-Tender for appointment of Architect cum consultant for Re-development of plot no. 72A,72B and 72C at Bopodi Pune for the proposed construction of Buildings for Pune Divisional office –II, Branch Office , Guest House and Officers Quarters.
III	Brief description /scope of Work	e-Tender for Design and Development of Conceptual plan, preparation of Architectural, structural & MEP drawings which includes Sanitary works, Electricals works, Lifts, Firefighting Services, Fire Alarm System, STP, WTP, DG sets, Internal and External services, sub Sub-stations, Solar PV/Water heating system, Low voltage systems, External Site Development, Common areas finishing, landscape, Roads & services etc as per Scope of work and getting approval from local municipal authority including NOC's from all other statutory authorities etc.
IV	Estimated Cost of project (Approximately)	Rs. 7000 Lakhs (Rupees Seven Thousand lakh Only) (Excluding GST)
V	Sale Period (Downloading)	18.06.2025 ; 17.30 Hrs to 08.07.2025 ; 17.30 Hrs
VI	Pre-bid Meeting	Time – 26.06.2025 at 11.00 Hrs Venue - Engineering Dept., 1st floor, West Wing, Western Zonal Office, “Yogakshema”, Jeevan Bima Marg, Mumbai – 400 021
VII	Last date & Time for submission of online tender	08.07.2025 up to 23:59 Hrs
VIII	EMD remittance by RTGS	08.07.2025 up to 23.59 hours Reference, to be submitted with UTR number and Bank Address
IX	Physical submission of Bid-II, Tender Fee & EMD closing date & time	09.07.2025 up to 11:00 hrs
X	Online & Physical Opening of EMD, Tender Fee & Prequalification Bid-II (in sealed envelope)	09.07.2025 at 11:30 Hrs
XI	Period for completion of work.	36 Months
XII	Earnest Money Deposit	Rs.4,20,000/- (Rupees Four Lakhs Twenty Thousand Only/-. EMD shall be paid in the form of Demand Draft from any Nationalized /Scheduled Bank (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-Operative Bank or Regional Rural banks and Scheduled Co-operative Bank) payable at Mumbai. DD in favor of "Life Insurance Corporation of India"

		<p>OR Through NEFT/RTGS as per the Bank details furnished below: Name of Bank : : Union Bank of India Branch : Unit 4C, Ground Floor, Mittal Court Premises, Opposite to Vidhan Bhavan, Nariman Point, Mumbai-400021.</p> <p>Account No. : 510101006081893 (Current Account) IFSC No. : UBIN0902217 MICR Code : 400026216</p> <p>** NEFT/UTR No. and date receipt copies need required to be submitted along with Bid-I. OR EMD can also be remitted in the form of Bank Guarantee. BG for EMD should remain valid for a period of 6 months from the last date for submission of Bid with claim period of 6 months further from the validity period.</p>
XIII	Tender Cost/Tender processing Fees	Rs. 1,180/-(including 18% GST) Non-refundable Tender cost / tender processing fees in the form of D.D of any Nationalized /Scheduled Bank payable at Mumbai. DD in favor of "Life Insurance Corporation of India"
XIV	Period during which hard copy in original of EMD, Cost of Tender Document, e-tender processing fee, Letter from Bidder to the Chief Engineer, other document as per NIT shall be submitted.	<p>Upto 09.07.2025 ;11.00 Hrs (IST) to be submitted to: The Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA, Engineering Department, 1st floor, West Wing, Western Zonal Office, "Yogakshema", Jeevan Bima Marg, Mumbai – 400 021</p> <p>If the Bidder fails to submit the original DD of EMD and Tender Cost within the stipulated date & time as specified, the Bid Document will be declared non –Bonafide and shall not be opened irrespective of fact that scanned copy of the DD might have been uploaded in e-Portal and even if the delay is due to extraneous factor</p>

The tender document can be downloaded from website: www.tenderwizard.com/LIC.
Corrigendum(s)/Amendment(s), if any, would appear only on the website and will not be published in any other media.

A) Criteria for eligibility / Pre-qualifications

SI. No	DESCRIPTION OF THE WORK	Estimated cost of project (Rs. In lakhs)	Completion period	Min. Bank Solvency / Banker Certificate (Rs. In lac) OR Net worth Certificate of .. (Not older than Six Months)	Avg. Annual Financial turnover during last 3 years ending 31 st March 2024 (Rs. In lac)	Experience of having successful completed similar project works during last seven (7) year's ending last day of month previous to the one which application is invited.
1	2	3	4	5	6	7
1	e-Tender for appointment of Architect cum consultant for Re-development of plot no. 72A,72B and 72C at Bopodi Pune for the proposed construction of Buildings for Pune Divisional office –II, Branch Office , Guest House and Officers Quarters..	Rs.7000 Lakh	36 Months	Bank Solvency of Rs.84.00 Lakh OR Net worth Certificate of Rs.21.00 Lakh	105.00 Lakhs	i) Three similar completed works, not less than 70,950 Sqft BUA OR ii) Two Similar completed works, costing not less than the 88,688 Sqft BUA OR iii) One similar completed not less than 1,41,900 Sqft BUA

The firm should have minimum 5 years of experience in the field of Architectural and Engineering Consultancy and have Architect as Team Leader having registration with the Council of Architects.

“Similar nature“ means the characteristics of the completed works should be similar to that of the proposed building in terms of physical parameters, like finishes complexity, method/ technology and / or other characteristics described and scope of works/Tender specifications.

Hence, **similar nature of work** means interior works of Office premises broadly comprising of modular furniture, partitions, false ceiling, chairs and Electrical works , data cabling , fire alarm work etc.

The applicants/bidders need to submit completion certificate for all qualifying works, containing the details such as Date of Commencement & Completion, details of similar nature of works, Final Completion BUA area duly certified by Authorized official in case of Govt / Semi Govt or Public Sector Undertaking.

In case, qualifying works are from Private Sector, the applicants/bidders to submit payment received details duly certified by Chartered Accountant. If called for documents such as copy of final bill or other relevant documents, to be submitted for verification

B. Financial Strength:

1. Average Annual Financial Turn Over:

The Applicant should have Average Annual Financial Turn Over of not less than **Rs. 105 Lakh** on similar works considering average of three financial years ending 31st March 2025. (Scanned copy of certificate from Chartered Accountant to be uploaded with his Seal/ signatures and registration number.)

Note: In case final audited account statements are not available for the last year, then provisional account statements can be submitted duly certified by Chartered Accountant.

2. Solvency/ Banker Certificate or Net worth Certificate (any one to be submitted):

Solvency/ Banker Certificate submitted to be at least **Rs. 84.00 Lakh** and should not be older than **Six Month old** from the last date of submission of Bid. Solvency/ Banker Certificate should have been issued by a Scheduled Commercial (ie., Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks). (Sample Form for Solvency Certificate – Annexure-I is attached)

Or

Net worth Certificate of minimum **Rs. 21.00 Lakh** issued / certified by Chartered Accountant (Sample Form for Net worth Certificate – Annexure-II is attached)

3. Disqualification:

Even if an applicant meets the Qualification Criteria, he shall be subject to disqualification if he or anyone of the constituent partner/Director is found to have:

- i) Made misleading or false representations in the forms, statements, affidavits and attachments submitted in proof of the qualification requirements **and / or**
- ii) Records of poor performance during the last five years, as on the date of NIT, such as abandoning the work, rescission of the contract for reason which are attributable to non performance of the Architect, inordinate delays in completion, consistent history of litigation resulting in awards against the Architect or any of the constituents, or financial failure due to bankruptcy and so on and / or.
- iii) On account of currency of debarment by any Government Agency

4. Additional Eligibility Criteria

There will not be unauthorized time overrun of the Qualified Work(s) executed by the bidder and submitted in the bid document beyond 25% of time period stipulated in the contract agreement and authorized extended time period duly approved by client. Extension granted without LD will be considered as an authorized extension. The Performa in which the Bidder should obtain the performance certificate for the executed works is enclosed in Bid II Annexure I.

The Bidder should have Valid GST registration/ EPF registration/ PAN NO.

5) Joint Ventures applicants will not be considered.**6) Performance Report : As per Performa – Annexure-III**

Only Bidders who have carried out similar nature of Works and fulfilling above criteria shall participate in the e-tendering process.

The Tender Documents consist of BID I (EMD & Tender Cost Envelope), BID II (Prequalification bid), Bid III (condition of contract, special condition, Technical Specifications, Approved Makes of Materials & Financial bid). The Bidder shall go through the Bid-II and Bid-III of the Tender before submitting the Online Bids.

Bidder has to submit the Tender Online/Offline Bids as under;

BID – I (EMD & Tender Cost): Big Sealed envelope superscripting the name of work consisting of two separate sealed envelopes as per following and to be submitted to our office:

- a) **Tender Fee of Rs. 1,180/-** (Including 18% GST (non-refundable)) in the form of Demand Draft / Pay Order in favor of “Life Insurance Corporation of India” payable at Mumbai. Scanned copy of DD/Pay Order to be uploaded while submission of online Bids within specified date & time.
- b) **Earnest Money Deposit of Rs.4,20,000/- (Rupees Four Lakh Twenty Thousand Only)** either by RTGS or in the form of Demand Draft / Pay Order in favor of “Life Insurance Corporation of India” payable at Mumbai. Or Bank Guarantee from any Scheduled commercial Bank only (i.e. Indian or Foreign Banks included in Second Schedule of Reserve Bank of India Act 1934 excluding Co-operative Banks or Regional Rural Banks) and not from Scheduled Co- Operative bank in the enclosed format. Scanned copy of DD/Pay order/Bank Guarantee to be uploaded while submission of online Bids within specified date & time.

Original physical DD/Pay Order/Bank Guarantee of EMD and DD/Pay order of Tender Cost should be submitted to the Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA, Engineering Department, 1st floor, West Wing, Western Zonal Office, “Yogakshema”, Jeevan Bima Marg, Mumbai – 400 021 in the sealed envelope on or before the date & time specified / extended date & time if any for submission of online Bids. If the Bidder fails to submit Original physical Bank Guarantee and Original DD/Pay Order on or before the specified date and time, the Bid Document will be declared non-Bonafide and shall not be opened irrespective of fact that scanned copy of the BG might have been uploaded in e-Portal, even if the delay is due to extraneous factor.

BID – II: Prequalification Bid (Pre Qualification Bid Form with Annexure) : The Bidder shall upload the Filled up and signed scanned copy of the Pre Qualification Bid form (Filled up and signed) along with supporting documents/ attachments and Statement of Accounts duly certified by a Chartered Accountant with Registration number, etc. All documents shall be self-attested by authorized person of bidder with an undertaking that full responsibility is taken by him/ her on behalf of the bidder for veracity of submitted documents. The scanned copy of the Demand Draft/ Pay Order of Tender Fee and BG of EMD shall be uploaded in BID II. Apart from online submission prequalification bid with annexure the bidder is required to submit physically the prequalification bid with annexure in a hard bound form covered in a sealed envelope super scribing “**Pre-qualification Bid**”. In case of any dispute the physically submitted copy will have precedence over online submission.

BID – III including financial bid - The Lump Sum Amount in figures shall be quoted in the Financial Bid Template. No other document, conditions shall be uploaded along with documents of **FINANCIAL BID**.

- 7) Those intending tenderer/Architects not registered on the website i.e. **www.tenderwizard.com/LIC** mentioned above with M/s Antares Systems Limited are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website ie., **www.tenderwizard.com/LIC**. The intending tenderer must have class-III digital signature to submit the tender.

Note: -

- (a) The Bidder will be considered for pre-qualification only after satisfactory verification of the genuineness of the Bank Solvency/Net worth certificate and submitted documents as the proof of Credentials. In case the BG and the proof of credentials submitted by the Bidder is not genuine the Bidder will be barred from participating in the tender of the Corporation for 2 years period and the information will be shared with Govt. of India, Banks and other financial institutions, their previous/present employers etc.
- (b) Any Bidder applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory performance report/s is/are received for the completed projects from their previous employer/s. The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.

(c) In case of qualifying works are from private sector the following documents shall be submitted to ascertain genuineness of the works

- The applicants/bidders to submit payment received details duly certified by Chartered Accountant. If called for documents such as copy of final bill or other relevant documents to be submitted for verification.
- Certificate submitted from the previous employers in support of credential should clearly mention the postal address, telephone number and email ID of the concerned authority of the employer. Similarly Bank solvency certificate should Clearly mention postal address as bank, Email id and Contact number.
- The Chief Engineer reserve the right to not open Financial Bid of any / all the Bidders at his sole discretion without assigning any reason whatsoever.

Date: 18.06.2025

CHIEF ENGINEER

Annexure-I

The Chief Engineer /Dy.Chief Engineer(I/C)
WZO, Mumbai

BANKERS CERTIFICATE FROM A BANK

This is to certify that to the best of our knowledge and information that M/s Shri.....
..... having marginally noted address as a customer of our Bank are /is respectable and
can be treated as good for any engagement up to a limit of Rs.....
(Rupees.....)

This certificate is issued without any guarantee or responsibility on the bank or any of the officers.

(signature of Authorised Official)
For the Bank

NOTE:

1. Banker's certificate should be on the letter head of the Bank addressed to the tender issuing authority.
2. In case of partnership firm, certificate should include names of all partners as recorded with the bank
3. The bid will not be considered valid if any change to the above format is made.

Annexure –II**FORM FOR CERTIFICATE OF NETWORTH FROM CHARTERED ACCOUNTANT**

It is to certify that as per the audited balance sheet and profit and loss Account during the financial year..... the net worth of M/s(Name and Registered address of individual/Firm/company as on 31st March.....(previous financial year from the year in which NIT published/ application invited for Empanelment) is Rs.....(Rupees.....) after considering all liabilities. It is certified that computation of networth based on my/our scrutiny of the bank accounts, records and documents is true and correct to the best of my/ our knowledge .

Signature of Chartered Accountant)
Name of Chartered Accountant
Membership No of ICAI.

Date:

Seal:

Note :

1. The net worth certificate should be on letter head of the chartered accountant.
2. In case of bidder is partnership firm . certificate should include names of all partners as recorded with the Chartered Accountants.

Annexure –III**PERFORMANCE REPORT OF WORKS REFERRED IN QUALIFICATION BID.**

1	Name of the Agency	
2	Name of work / project & location.	
3	Agreement No	
4	Estimated cost of project	
5	Total BUA Generated	
6	Date of start	
7	Date of completion	
	i) Stipulated date of completion	
	ii) Actual Date of completion	
8	If actual date of completion is beyond original stipulated date of completion.	
	a) Extended period without imposition of penalty/Liquidated damages for -----Number if days/Months. b) Extended period with imposition of penalty/Liquidated damages for -----Number if days/Months.	
9	Performance Report :	
i)	Architect Site organization	a) Well organized b) Adequate c) Poorly organized
ii)	Quality of materials with reference to specifications.	a) Good. b) Satisfactory c) Poor
iii)	Workmanship and Supervision	a) Good. b) Satisfactory c) Poor
iv)	Labour Relations and facilities	a) Good. b) Satisfactory c) Poor
v)	Attitude towards settlement of disputes and differences.	a) Co-operative b) Non-co-operative
vi)	Safety Record. a) Were there any accidentals / Structural collapse at site. b) If answer to (a) is Yes, state whether due to	i) Yes ii) No i) Negligence ii) Improper work iii) Reason beyond control

1. Any other remarks :

Dated

Signature of Authorized official

(Note: Bidder shall obtain Performance Certificate from the Employer in above format and submit along with pre-qualification documents)

e-Tendering Programme.

- Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> from the intended Architects.
- e-Tender for appointment of Architect cum consultant for Re-development of plot no. 72A,72B and 72C at Bopodi Pune for the proposed construction of Buildings for Pune Divisional office –II, Branch Office , Guest House and Officers Quarters .(THREE BID SYSTEM).

Sr. No.	Name of Work	Estimated Project Cost	Earnest Money Deposit (EMD)	Tender Document Fee
1.	As mentioned above	Rs.7000 lakhs	Rs .4,20,000/-	Rs.1180/-(Including GST)

- Possession of Digital Signature Certificate (DSC) and registration of the Architects on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.

- Last Dates of various activities by bidder:- as per Key dates

For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

Office Address:-E-Tender helpdesk, “Honganasu”, #137/3, Bangalore Mysore Road, Opp. KMS Coach Builders, Kengeri, Bangalore – 560 060.”

Help Desk Contact Details:-

Mr. Lokesh,(E-mail : lokesh.hr@antaressystems.com) Ph:09686115304	Mr. Raghu Prashant, (E-mail : raghuprashanth@antaressystems.com) Ph:09686115323	Mr. Senthil : senthil@antaressystems.com Ph:8693843194
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KEY Dates:

Sr. No.	Department Stage	Architect Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender document	-	18.06.2025 at 11:00 Hrs	
2	-	Downloading of Tender Document	18.06.2025 17.30 Hrs	08.07.2025 17.30 Hrs
3	Pre Bid meeting		26.06.2025 at 11.00 Hrs	
4.		EMD remittance by RTGS	08.07.2025 up to 23.59 hours (ref: to be submitted with UTR number and Bank Address)	
5		Physical submission of EMD & BID-II		09.07.2025 11.00 Hrs
6		Online submission of tender documents		08.07.2025 23.59 Hrs
7	Online & Physical Opening of BID II and Online Opening of BID I & BID II		09.07.2025 11.30Hrs onwards	-

NOTE: The date of opening of BID III (Financial BID) shall be intimated at a later date to Architects, who fulfill the selection criteria,

INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS

NOTE: Tenderer should note that non-compliance of the following instructions will render the tender liable for rejection.

Architect has to submit the tender as follows:-

Address to which the BID No. I i.e.(EMD) is to be submitted.

**The Chief Engineer,
L.I.C. of India, Western Zonal Office,
1st FLOOR WEST WING,
JEEVAN BIMA MARG "YOGAKSHEMA",
MUMBAI – 400 021**

(1) **BID I:** Big Sealed envelope consisting of two separate sealed envelope as per following : -

- (a) Tender Fee of Rs. 1180/- (Including 18% GST/-) in the form of Demand Draft/Pay order in favour of "Life Insurance Corporation of India" payable at Mumbai
- (b) Earnest Money Deposit of **Rs .4,20,000/- (Rupees Four Lakh Twenty Thousand Only/-)** in the form of Demand Draft/Pay Order/Banker's Cheque in favour of "Life Insurance Corporation of India" payable at Mumbai. (or) **Bank Guarantee for the full amount i.e for Rs .4,20,000/- (Rupees Four Lakh Twenty Thousand Only/-) as per the prescribed format as per Annexure-B**

NOTE: Please note that MSME/NSIC Certificates will not be considered for waiver of EMD. EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form for stipulated amounts payable at Mumbai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafied.

(2) **BID-II :-** Prequalification Bid (Enrolment form with Annexures) The Tenderer shall fill in the enrolment form and upload the supporting documents / attachments. The scanned copy of the Demand Draft/Pay Order of Tender Fee and Demand Draft/Pay Order/Banker's Cheque/ Bank Guarantee of EMD shall be uploaded in BID I.

(3) **BID III :-** Consisting of documents FINANCIAL BID. The Lump sum amount in words and figure shall be quoted in the templet provided. No other document, conditions shall be uploaded along with FINANCIAL BID.

1. The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The tenderers can submit the scan copy of the same on the online portal.
2. Architect are warned that Cash, or Encashable Cheque, or Bank or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.
3. Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer
4. Tenderer should note that tender should remain open for consideration for a minimum period of **NINETY (90) DAYS** from the date fixed for the receipt of tenders.
5. The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part; to reject any or all tenders without assigning reasons thereof.

Note: (a) The Chief Engineer reserve the right not to open Financial bid of Tender or any/ all the Applicants at his sole discretion without assigning any reason whatsoever.

Date: 18.06.2025

CHIEF ENGINEER

INFORMATION & INSTRUCTIONS TO THE BIDDERS
FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> adopted by Life Insurance Corporation of India (LIC), Western Zonal Office, Mumbai as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

- **Registration of the Architects/Bidders:** All the Architects intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the eTender Portal (website) <http://www.tenderwizard.com/LIC>
- After successful Registration on above mentioned portal **Architect will** get a User ID and Password to access the website.
- **Viewing of Online Tenders:** The Architects/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as “e-Tendering System” through portal (website) at <http://www.tenderwizard.com/LIC>. They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an e-Tender.
- **Obtaining a Digital Certificate and its Usage:** On e-Tendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificate (DSC) has two keys i.e. Public Key and Private Key. The Public Key is used to Encrypt (code) the data and Private Key is used to decrypt (decode) the data. The Encryption means conversion of normal text into coded language whereas decryption means conversion of coded language into normal text. These Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The Architects may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):
 - **Office Address:-E-Tender helpdesk**, “Honganasu”, #137/3, Bangalore Mysore Road, Opp. KMS Coach Builders, Kengeri, Bangalore – 560 060.”
 - **Help Desk Contact Details:-**

Mr. Lokesh,(E-mail : lokesh.hr@antaressystems.co m) Ph:09686115304	Mr. Raghu Prashant, (E-mail : raghuprashanth@antaressystems. com) Ph:09686115323	Mr. Senthil : senthil@antaressystems. com Ph:8693843194
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- The Bid (Online Offer) for a particular e-tender may be submitted only using the Digital Signature Certificate (DSC), which is used to Encrypt (codified) the data and sign the Hash (Impression of your data) during the stage of Bid Preparation and Hash submission. In case, during the process of a particular e-tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/LIC>.

- Submission of Earnest Money Deposit:**

Architects have to deposit EMD of required amount and in the form as stated in of DD/ BG in a sealed envelope on and before of required amount as mentioned in the respective e-Tender in the form of "CROSSED DEMAND DRAFT " of any of the Nationalized Banks drawn in the favour of the **"Life Insurance Corporation of India"** payable at **"Mumbai"** only, and not in the favour of any other Authority or Location .

- Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT.
- A scanned copy of DD against EMD & Tender Fee should be uploaded mandatory while Bid Preparation stage (as per the Key Dates mentioned in e-Tender and Tender document) and **original D.D/BG should be submitted to Chief Engineer, LIFE INSURANCE CORPORATION OF INDIA, Engineering Department, 1st floor, West Wing, Western Zonal Office, "Yogakshema", Jeevan Bima Marg, Mumbai – 400 021 in the sealed envelope (BID II) on or before the due date mentioned** in Key Dates of e-Tender, otherwise your BID I will not be opened.
- NOTE: Please note that MSME/NSIC Certificates will not be considered for waiver of EMD. Separate DD's for EMD shall be submitted. Hence all participating agencies should submit EMD's as stipulated by us in the form of DD's for stipulated amounts payable at Mumbai. If any agency fails to submit the EMD's along with the tender, the tender shall be treated as Non-Bonafied.**

- Tender Download:**

- The Eligible Bidders can download the Tender Document online from above e-Tendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the e-Tender floated.

- Submission of Bid Hash of online bids:**

- The bidders are required to prepare their bids on online e-Tendering Portal as mentioned above. During bid preparation the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the e-Tender. They are required to upload the scan copies of Demand Draft for Tender Document Fees and Earnest Money Deposit. Also bidders are required scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during "Re-Encryption of Bids" stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.
- Generation of Super Hash:** After the time of submission of Bid Seal (Hash) by the Architects/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.

- **Re-Encryption of Bids:** Once the Generation of Super Hash stage is completed the Architects/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the e-Tender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The electronic bids of only those Architects/bidders who have submitted their bid seals (hashes) within the stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Architect who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.
- Pre-bid discussion with all applicants on key dates.
- **Opening of Tender (Electronic offers):** (a) EMD Bid & Pre-qualification Bid shall be opened on key dates. (b) The date of opening of Price/Financial Bid shall be intimated to the Eligible Bidders.

ANNEXURE "B"**FORM OF BANK GUARANTEE IN LIEU OF EARNEST MONEY DEPOSIT**

In consideration of the Life Insurance Corporation of India, South Central Zonal Office, Mumbai (hereinafter called the Employer) having agreed to exempt (hereinafter called the said Architect) from the requirement of payment in cash as per terms and conditions of invitation to tender attached to letter No..... issued by the Employer to the said Architect.....
..... (Hereinafter called the said agreement) for EARNEST MONEY DEPOSIT for the due fulfillment by the said Architect of the terms and conditions contained in the said agreement on production of a bank guarantee for Rs.....(Rupees. Only) we, do hereby undertake to indemnify and keep indemnified the Employer to the extent of Rs..... against any loss or damage caused to or suffered by the Employer by reason of any breach by the said Architect of any of the terms and conditions contained in the said agreement.

1. We, the said Bank further agree that the Corporation shall be the sole judge of and as to whether the said Architect has committed any breach of breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Corporation on account thereof and the decision of the Corporation that the said Architect has committed such breach or breaches and as to the amount or amount, of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the Corporation from time to time shall be final and binding on us.
2. The corporation shall have the fullest liberty without affecting in any way the liability of the Bank under the Guarantee or Indemnity from time to time to vary any of the ARCHITECT terms and conditions of the said contract or to extend time of performance by the said Architect or to postpone for any time and from time to time any of the powers exercisable by it against the said Architect and either to enforce or forbear from enforcing any of the terms and conditions governing the said contract, or securities available to the Corporation and the said Bank shall not be released from its liability under these presents by any exercise by the Corporation of the liberty with reference to the matters aforesaid or by reason of time being given to the said Architect or any other for-bearance, act or omission on the part of the Corporation or any indulgence by the Corporation to the said Architect or of any other matter or thing whatsoever, which under the law relating to sureties would but for this provision have the effect of so releasing the Bank from its such liability.
3. It shall not be necessary for the Corporation to proceed against the Architect before proceeding against the Bank and Guarantee and indemnity herein Contained shall be enforceable against the said bank, not with standing any security which the Corporation may have obtained or obtain from the Architect at the time when proceedings are taken against the Bank hereunder be outstanding or unrealised;
4. Not with standing anything in any of the foregoing clauses the liability of the Bank under this Guarantee shall not exceed Rs. (Rupees only) plus interest, costs, etc., The Guarantee and indemnity shall remain in force till If any extension of time be granted to the Architect, we undertake to extend the guarantee and indemnity. Unless a claim or demand under this Guarantee and indemnity is made or presented to the Bank within six months from the expiry date, all the rights of the corporation under this guarantee and indemnity shall cease and the Bank shall be released and discharged from the liability hereunder.

We, the said Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the said agreement have been fully paid and its claims satisfied or discharged or till the Employer certifies that the terms and conditions of the said agreement have been fully and properly carried out by the said Architect and accordingly discharges the guarantee subject however that the Employer shall have no rights under this bond after the expiry of the requisite period as per tender condition.

Not with standing anything contained in any of the foregoing clauses the liability of the Bank under this Guarantee shall not exceed Rs. _____ (Rupees _____ Only). The Guarantee shall remain in force till _____. Unless a claim or demand under this Guarantee is made or presented to the Bank within three months from the expiry date, all the rights of the Corporation under this guarantee shall cease and the Bank shall be released and discharged from the liability hereunder.

We, the said Bank lastly undertake not to revoke this guarantee and indemnity during its currency except with the previous consent of the Corporation in writing and agree that any change in the constitution of the said Architect or the said Bank shall not discharge our liability hereunder.

For and on behalf of the Bank

(Name and Designation)

The above Guarantee is accepted by the Life Insurance Corporation of India. For and on behalf of the LIC of India

(Name and Designation)

Date:

NOTE:

(*) FOR COMPANIES

M/s./Shri _____ a company under the companies Act 1956 and having its registered office at _____ in the State of _____ (hereinafter called "the said Architect" which expression shall unless the context requires otherwise include its successors and assignees.