

Terms and Conditions for supply of 20 Litre Packaged Drinking Water Cans for our LIC OFFICE, LIC OF INDIA, SOUTHERN ZONAL OFFICE, 153, ANNA SALAI, CHENNAI – 600 002.

Sealed Tenders are invited from suppliers of reputed brand such as Bisleri, Team, Aquafina, Parrys, Kinley, etc., with relevant experience for appointment as supplier of Packaged Drinking Water for our LIC Office as stated above. The sealed covers must have caption as “Quotation for supply of Packaged Drinking Water – LIC BUILDING, SOUTHERN ZONAL OFFICE and addressed to “The Secretary –OS, LIC OF INDIA, SOUTHERN ZONAL OFFICE, 10th Floor, 153, Anna Salai, Chennai – 600002.

1. The bidder should be an authorized distributor/stockiest of packaged drinking water.
2. The bidder must be having at least 3 years experience of supplying water cans to Govt./PSU/Other Reputed Firms.
3. The rates quoted should clearly specify whether GST is applicable and if so rate of GST should be clearly mentioned.
4. The period of contract shall be initially for one year from the award of the contract subject to further extension by every year for two years based on the quality of services provided. The bidder will have to supply the packaged drinking water at only one entry point of our office. No transportation charges will be paid.
5. Any modification in offer after opening date will not be considered. No request for escalation in rate shall be entertained on account of any reasons during the period of contract.
6. The office reserves the right to seek clarification or verification of any information supplied by the bidder.
7. The estimated quantity to be given on every day basis at the above mentioned building may vary depending upon climate and the requirement.
8. Payment shall be made by electronic transfer to the account of the supplier after completion of each month on submission of pre-receipt bill in triplicate on monthly basis.

9. The office reserves the right to reject any or all quotations without assigning any reason thereof. The quotations of Brands other than the reputed brands (Bisleri/Team/Kinley/Auafina/Parry) shall be rejected out rightly.
10. The successful bidder has to deposit Rs.15000/- as Security Deposit.
11. The cans can be supplied at the Ground Floor of LIC Building and the empty cans are to be collected at same location. The supplier should ensure prompt supply of cans at the stipulated time and also prompt clearance of empty cans. The supplier should ensure proper behavior of his employees within the premises of LIC Buildings.
12. The decision of RM(E&OS) will be final with regard to any dispute relating to this contract.
13. In case there is any lapse found in the service provided, the Office reserves the right to terminate the contract without any notice/reason.
14. The bidder shall not directly or indirectly give the work to sub-contractor.
15. LIC reserves the right to take any punitive action including imposition of penalty, if it is found after enquiry, that water supplied is below the desired standard or if contaminated water is supplied. In case of frequent supply of such water, the contract will be cancelled forthwith and security deposit forfeited. The firm will also be black listed.

OS/Estt

Regional Manager(E&OS)