

Tender for CAMC of CCTVs Installed at Various offices of Life Insurance Corporation of India Srinagar Division

Ref: OS/CAMC/CCTV

Date: 20.10.2025

TENDER DOCUMENT

FOR

CAMC of CCTVs Installed at Various offices of Life Insurance Corporation of India Srinagar Divisional Office

Last Date of Submission: 10.11.2025 up to 1500 Hours

Tender for CAMC of CCTVs Installed at Various offices of Life Insurance Corporation of India Srinagar Division

NOTICE

Life Insurance Corporation of India, Divisional Office, Srinagar intends to invite sealed tenders in a closed envelope under **TWO BID SYSTEM** for CAMC (Comprehensive Annual Maintenance Contract) of CCTVs Installed at various offices under Srinagar Division from reputed Agencies/Firms having operational office in UT of Jammu & Kashmir. Tender document containing terms and conditions is available at our web site www.licindia.in/Bottom-Links/Tenders. The last date of submission of Tenders is **10.11.2025 up to 1500 Hours**. For further details please log on to www.licindia.in/Bottom-Links/Tenders.

Senior Divisional Manager, LIC of India, Divisional Office, Srinagar reserves the right to accept or reject any or all offers/ tenders in full/ part without assigning any reason whatsoever.

SR. DIVISIONAL MANAGER

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The details of various Annexures are as under:

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Salient Features of the Tender

S.NO.	Title	Description
1	Tender	Tender for CAMC of CCTVs Installed at Various offices of Life Insurance Corporation of India under Srinagar Divisional Office
2	Tender Issuing Date	20.10.2025
3	Type of Tender	Two Bid System
4	Name and address to whom the tender is to be submitted	Tender Receiving Officer Life Insurance Corporation of India, D. O. Cell, Jeevan Jyoti Building, 18-A, Rail Head Complex, Jammu-180012
5	Tender Fee	₹ 118- (Rs 100/- as tender fee + 18% GST) (non- refundable) by way of Demand Draft only , in favor of "LIC of India" drawn on any Nationalized/Scheduled Bank payable at Jammu.
6	Last Date and time of submission of tender	10.11.2025 by 1500 Hours. Applicants to ensure that their tender is received on or before the date and time specified, as no consideration whatsoever shall be given for postal or any kind of delay.
7	Date of opening of Tender	The sealed tenders will be opened by the Tender Opening Committee on 11.11.2025 at 1100 hours in presence of the bidders or one of their authorized representatives (Authorization letter as per the format provided with ID proof) who wish to attend at their own cost.
8	Date of opening of Financial Bids	Bidders who qualify on Technical Grounds will only be eligible for opening of Financial Bids. The Financial Bids will be opened on a later date that will be communicated to the bidders.
9	Contract Period	Contract Shall be valid for a period of Three years
10	Estimated Value of Contract for 3 Years	₹ 7.00 Lakhs

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11	Notice for termination of contract	The contract is subject to termination at any time if not found satisfactory by LIC or for any other reason whatsoever by serving 30 days' notice in writing by LIC and 90 days' notice by the travel agency.
12	Earnest Money Deposit	₹14000-(Rupees Thirteen Thousand only-) by way of Demand Draft only in favor of "LIC of India" drawn on any Nationalized/Scheduled Bank payable at Jammu.
13	Evaluation Method	Total wise Evaluation
14	Security Deposit	Three Percent (3 %) of the total contract value.
15	Bid Offer Validity	180 Days
16	Official Website	www.licindia.in

Senior Divisional Manager

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Instructions to Bidders

1. LIC of India, Divisional Office- Srinagar, invites sealed tenders in a closed envelope under TWO BID system for CAMC (Comprehensive Annual Maintenance Contract) of CCTVs Installed at various offices under Srinagar Division.
2. For complete details and formats of Tender document please log on to LIC's website www.licindia.in/Bottom-Links/Tenders. If there be any changes in the terms and conditions of the tender, it will be duly notified on this official website and no further intimation will be given through any other means.
3. **TENDER FEE:** Tender Document may be downloaded from the website, should be duly filled in and accompanied by Tender fee of ₹ 118/- (Rs.100+18% GST) in the form of Demand Draft only favoring 'LIC of India' drawn on any Nationalized/Scheduled Bank payable at Jammu, towards non-refundable Tender Fee.
4. **EARNEST MONEY DEPOSIT:** The tender should be accompanied by a refundable Earnest Money Deposit of ₹14000 /- (Rupees Thirteen Thousand only-) in the form of Demand Draft only favoring 'LIC of India' drawn on any Nationalized/Scheduled Bank payable at Jammu. The Earnest Money Deposit will be refunded to the unsuccessful bidders after finalization of the tender. The Earnest Money Deposit will not carry any interest.
5. **SECURITY DEPOSIT:** Successful bidder(s) are required to deposit security deposit @3% of the annualized tender value within specified time and order for start of services will be placed with the vendor only after receipt of the security deposit. In case any L1 bidder fails to deposit security deposit, then no order will be given to the vendor.
6. **TECHNICAL BID:** The bidders are requested to submit the Technical Bid (Annexure A) in a sealed cover super scribed as "Technical Bid for CAMC of CCTVs installed at various offices of LIC of India, Srinagar Division". The envelope shall contain the name, contact no., E-Mail ID and address of the bidder. The following documents are to be submitted along with the Technical Bid.
 - a) Demand Draft for ₹ 118-(non-refundable) as Tender Fee.
 - b) Demand Draft for ₹14000- as EMD.
 - c) Technical Bid Annexure-A.
 - d) Chartered Accountant Certified Proof of Turnover for the FY 2022-23, 2023-24, 2024-25.
 - e) Copy of Work orders/ experience certificates for the works executed in FY 2022-23, 2023-24 & 2024-25.
 - f) Self-attested copy of Proof of operating office in UT of Jammu & Kashmir.
 - g) Signed copy of tender document from Page-01 to 16 as token of acceptance of tender terms and conditions.
 - h) Self-attested copy of PAN card.
 - i) Self-attested copy of GST registration certificate.
7. **FINANCIAL BID:** The bidders are requested to submit Financial Bid (Annexure-B) separately in a

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sealed cover superscribed as - **Financial Bid for CAMC of CCTVs installed at various offices of LIC of India, Srinagar Division.**

8. These two Sealed Cover Envelopes (**Envelop -1, containing Technical Bid, Tender Fee, EMD & other mentioned documents and Envelop- 2, containing Financial Bid**) are to be placed in a bigger sealed cover superscribed as **“Tender for CAMC of CCTVs installed at various offices of LIC of India, Srinagar Division”**. The sealed cover containing the Tender Papers is to be addressed to:

**“Tender Receiving Officer,
Life Insurance Corporation of India,
D. O. Cell, Jeevan Jyoti Building,
18-A, Rail Head Complex, Jammu-180012.”**
8. Tenderers should note that their tenders should remain open for consideration for a minimum period of six (6) months from the date of opening of Technical Bids.
9. LIC reserves the right to reject incomplete bids and bids lacking in details and without signatures or without relevant enclosures.
10. Tenders received late, not in properly sealed cover, received telegraphically & conditionally or not conforming to the prescribed conditions or not complete in all respects will be rejected.
11. The last date for submission of tenders is as stipulated in the ‘Salient features of the Tender’. If any of the dates mentioned in the ‘Salient features of the Tender’ happens to be a holiday, the transaction will be made on the next working day.
12. The tenders will be opened by the “Tender Opening Committee” on the day as mentioned in the ‘Salient features of the Tender’ in the presence of bidders or their authorized representatives if they are willing to attend at their own cost.
13. Please note that only Technically Qualified Bids will be eligible for opening of Financial Bids. The Financial Bids will be opened on a later date which will be communicated separately.
14. The Senior Divisional Manager, LIC of India, Srinagar Division reserves the right to make any modification/s in the tender before the last date of submission of tenders. The modification/s, if any, will be published on our website www.licindia.in/Bottom-Links/Tenders and will form part of the tender.
15. Evaluation method of Financial Bid is **Total wise Evaluation.**
16. If two or more Persons/Persons, quote the same rate, the lowest Bid after negotiations, will be considered.
17. The Senior Divisional Manager, LIC of India, Srinagar Division reserves the right to reject, accept

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any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for her/his actions and decisions. The Senior Divisional Manager, LIC, Srinagar also reserves the right to accept any bid in part or to split the contract between two or more bidders. The Senior Divisional Manager, LIC of India, Srinagar does not bind himself to accept the lowest tender.

18. The LIC reserves the right for inclusion / exclusion for terms and conditions of the contract as per the requirements.

Senior Divisional Manager

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Eligibility criteria for TECHNICAL Qualification

1. The Bidder Company / Firm must have an average annual turnover of ₹ **07 Lakh** in last three Financial years i.e. **FY 2022-23, 2023-24 & 2024-25**. Documentary evidence in the form of a certificate from the Chartered Accountant /Cost Accountant indicating the turnover details for the relevant period is required to be submitted.
2. The Bidder Company/Firm must have experience for **3 (Three) years** of providing same or similar type of services to any Central/ State Govt. office or any Public Sector undertaking. Copies of relevant work orders / experience certificates for the executed works in **FY 2022-23, 2023-24 & 2024-25** are required to be submitted.
3. The Bidder Company/Firm must have successfully executed / completed at least 1 (One) **single order of ₹ 5 Lakhs or 2 orders each of 03 lakhs or 3 orders each of 2 Lakh** for same or similar service(s) in three Financial years **2022-23, 2023-24 & 2024-25**. For this purpose copy of relevant work orders /experience certificates for the executed works in FY 2022-23, 2023-24 & 2024-25 are required to be submitted.
4. The Bidder Company/Firm should have an operating office in UT of Jammu & Kashmir. All the supporting documents regarding the existence of operating offices must be submitted for verification and technical evaluation. If there is no operating office of the participating firm in J&K UT, list of the resident engineers deployed separately in Jammu province and Kashmir province, with residential address and mobile numbers, is to be submitted with the Technical Bid.
5. The Bidder Company/Firm should possess valid GST Registration Certificate. Self-certified copy is of GST Certificate is required to be submitted.
6. The Bidder Company/Firm should possess valid PAN Card. Self-certified copy is of PAN card is required to be submitted.
7. Micro & Small Enterprises registered as MSME/NSIC are exempted from depositing Tender fee and EMD provided they attach self-attested copy of the relevant certificate from the concerned Department of Govt. of India to this effect with technical bid.
8. The Bidder Company/Firm is required to submit signed copy of tender document from **page no 01 to 16** as token of acceptance of all terms and conditions.
9. The Bidder Company/Firm not exempted for Tender Fee & EMD are requested to submit Demand Draft of ₹ 118 as Tender Fee & Demand Draft of ₹ 14000 as EMD with Technical Bid.
10. Agencies/Firms that have been black listed / removed earlier by any Govt. office/PSU or any office of the Corporation, should not apply. If applied their applications will not be considered.

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Scope of Work & General Terms and Conditions

1) Make & Models for the Installed CCTVs and accessories are as under:

S.no	Item Type for which CAMC to be done	Make & Model	Total Quantity to be serviced	Month & Year of Installation	Condition of Equipments
1	2 Mega Pixel Full HD Day & Night IR Dome Camera with Fixed Lens	HIKVISION/DS-2CE56DIT-IR	32	March-2017	Working Condition
2	2 Mega Pixel Full HD Day & Night IR Bullet Camera with 2.8 to 12 mm varifocal Lens	HIKVISION/DS-2CE16D1T-VFIR3	32	March-2017	Working Condition
3	2 Mega Pixel Full HD Day & Night IR Dome Camera with 2.8 to 12 mm varifocal Lens	HIKVISION/DS-2CE56D1T-VPIR	33	March-2017	Working Condition
4	4 Channel 1080P Full HD Real- Digital Video Recorder (DVR) with minimum 2 TB Surveillance Hard Disk of Make Seagate/Western Digital	HIKVISION/DS-7204HUHI-F1	31	March-2017	Working Condition
5	8 Channel 1080P Full HD Real- Digital Video Recorder (DVR) with minimum 2 TB Surveillance Hard Disk of Make Seagate/Western Digital	HIKVISION/DS-7208HUHI-F1	01	March-2017	Working Condition
6	12 Volt DC 5 Amp Power Supply with 4 Output Terminals	Protek	31	March-2017	Working Condition
7	12 Volt DC 10 Amp Power Supply with 8 Output Terminals	Protek	1	March-2017	Working Condition

2) Comprehensive Annual Maintenance contract (CAMC) shall cover all software/hardware items, accessories, spares and consumables.

3) CAMC shall be done on quarterly basis and payment shall be made at the end of every quarter on submission of a satisfactory service reports duly signed by the location In-charge/authorized official of the concerned office.

4) During the period of CAMC successful bidder shall attend to all repairs/defects/replacement of major/minor spare parts free of cost.

5) Apart from the mandatory quarterly visit, if any problem arises in functioning of CCTV system, shall be rectified by the service engineer as per schedule mentioned hereunder:

S. No	Office	Allowed period for rectification
1	Local Branch Office at Divisional HQ/ Divisional Office	Within 24 hrs from time of lodgment of complaint
2	Outstation Branch office	Within 48 hrs excluding journey period.

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The time which will be treated as the time of lodgment of the complaint will be the 1st Call on mobile or the time of 1st e-mail sent to the service centre in this regard. In case of failure in providing service within the above time frame, Corporation has the discretion/reserves the right to impose penalty as mentioned hereunder:

S. No	Period of delay	Penalty
1	1-7 days excluding date of lodgment of complaint	₹ 300 per day
2	From 8 th day to 30 days	₹ 500 per day
3	More than 30 days	₹ 700 per day

The penalty amount will be recovered from the AMC payment/Performance Bank Guarantee lying with Divisional Office. Complaint(s) will be deemed to be resolved only on the availability of the Customer Call Report (CCR) signed by both the service engineer and Corporation's authorized official, confirming that the complaint is resolved. Date and time of resolution of the complaint shall be indicated clearly

6) Penalty of 10% of the contract value per year per location will be charged every quarter, if the Preventive Maintenance is not done by successful vendor. The penalty will be recovered from the AMC payment/ Security Deposit lying with the Corporation.

7) If the damage to the CCTV System is due to the power fluctuations or physical damage due to mishandling by LIC personnel or the damage by external factors, LIC would bear the cost of the parts damaged but the onus of proving this will be on the vendor. However, the vendor will be required to provide immediate system/solution as standby with same configuration or higher and with all services restored as if it is a normal breakdown.

8) In case of Partial/Full damage or loss of the equipment due to reasons beyond the control of LIC, like Theft, Fire etc. the tenderer should be in a position to supply working standby equipment with same configuration or higher with all services restored, as if it is a normal breakdown.

9) Whenever any equipment is taken out of an LIC site for repair the same piece has to be returned after repair unless it is declared to be irreparably damaged. When any CCTV equipment is taken out of any LIC Office for repair, such shifting should be done with the prior permission of the In charge of the concerned office, as the case may be, and the vendor shall make all arrangements for removal of the equipment, its transportation to the workshop and back to LIC's site and its reinstallation. Transit Insurance of such equipment also has to be arranged by the vendor and all expenses for the above shall be borne by the vendor. The vendor shall hand over the systems in 100% working condition after repair/maintenance/rectification. Thereafter, the vendor shall reinstall the same machine after repair unless it is declared to be irreparable.

10) In the event of replacement of any part of the system, it should be done with a part of equivalent or higher configuration which is compatible with the system.

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- 11) Wherever any system has to be shifted from one LIC location to another, the vendor is required to uninstall / reinstall and maintain the system/s at the new location, at extra cost to LIC of India on account of reinstallation with prior approval from the office.
- 12) Service Engineers/ Representatives of vendor shall invariably carry their identity cards with them, without which they will not be allowed to access the Systems.
- 13) If the systems' defect is attributable to mishandling, negligence, damage due to rodents, high neutral to earth voltage or operation by unauthorized staff, the vendor will not be liable to repair the same under the contract. The vendor under such circumstances shall charge extra for spare & service rendered.
- 14) The Corporation reserves the right to terminate/cancel the whole or part of the agreement at their sole discretion after giving one month's notice to the service provider. If the contract is terminated by the service provider, it would be liable for penalty which shall be forfeiture of Security deposit.
- 15) Corporation reserves the right to increase or decrease the quantity of locations or number of CCTVs to be serviced, up to 25 percent during the currency of contract, at the contracted rates. Bidders are bound to accept the orders accordingly.
- 16) The agreement will be signed by both the parties within 15 days from the date of issue of Work Order for which the Agency will submit non-judicial stamp paper of appropriate value. The contract shall remain in force initially for a period of Three (3) Years from the date of Commencement of the Work subject to further extension by 1 (one) year on the same terms and conditions with mutual agreement by both the parties subject to satisfactory performance to be determined by LIC authorities. However, the contract is subject to termination at any time if the services are not found satisfactory by LIC or for any other reason whatsoever by serving 30 days' notice in writing by LIC and 90 days' notice by the Agency.
- 17) The Tenderer whose tender would be approved will have to submit security deposit equivalent to 10% of the total order value/contracted value within 15 (Fifteen) days from the date of issue of Letter of Acceptance by LIC in the form of Demand Draft only from any Nationalized/Scheduled Bank drawn in favor of "LIC of India" payable at Jammu. The total Security Deposit will be refunded without any interest, after successful completion of the total Contract Period and defect free handing over of the sites subject to deductions for any appropriations thereof required to be made by LIC as per the conditions of the contract.
- 18) Earnest Money Deposit (E.M.D) will be forfeited in case the tenderer refuses to execute the order, either in full or part, if placed at their quoted/agreed rates. In that event LIC may decide to debar/blacklist the concerned Supplier and the decisions will be final and binding on all concerned. Once the tender is submitted, no tenderer will be allowed to withdraw the tender. Even if, any tenderer withdraws the tender, E.M.D. of that tenderer will be forfeited in full. Any error on the part of the tenderer while quoting the rates will not be accepted as an excuse for refusal to execute the order

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for any or all items, if order is placed on the basis of the quoted rates. For refusal of the order, the E.M.D. of the tenderer will be forfeited in full.

19) The provisions of Sec. 33(3) & 33(4) of The Insurance Laws (Amendment) Act 2015 and the provisions of Para 81 of IRDAI circular ref: IRDA/Life/CIR/GLD/013/02/2011 dated 01/02/2011 are also applicable to the Contract and proof shall be produced, if required. Provisions of Sec.33(3) of the insurance act,1938 as amended by the Insurance Laws (Amendments) Ordinance, 2015: In terms of provisions of section 33(3) of the Insurance Act, 1938 as amended by the Insurance Laws (Amendments) Ordinance, 2014, Insurance Regulatory and Development Authority of India (IRDAI) is authorized to verify all such books of account, register, other documents and the data base in the custody of the agency in respect of service outsourced by the LIC. It will be the duty of the agency to provide such documents/ statements/ Information as may be required by IRDAI within such time as may be specified by the IRDAI. In terms of provisions of section 33(4) of the insurance act, 1938, as amended by the insurance laws (amendments) Act 2015, any investigating officer of IRDAI may examine on oath the service provider or contractor where the services are outsourced by the LIC of India in relation to his business.

20) All necessary statutory registers, forms, returns etc. required as per the law are to be maintained and complied with by the Agency and should be available for inspection at any time.

21) The Agency will indemnify and keep indemnified LIC from claim, loss or damage that may be caused to LIC on account of failure of the Agency to comply with their obligations under various laws towards their staff / employees employed by them or any loss or damage caused to LIC due to acts of omissions of Agency. The successful bidder has to furnish an Affidavit to LIC on a Stamp Paper of appropriate value as per Annexure C.

22) **FORCE MAJEURE CLAUSE:** The tenderer shall be liable for any delay in execution or failure of their respective obligations under this agreement except for delay caused by occurrence of events beyond control of the tenderer, including but not limited to natural calamities, fire, explosions, floods, power shortages, acts of God, hostility, acts of public enemy, wars, riots, strikes, sabotage, order/action or regulations of government, local or other public authorities. In case a Force Majeure situation arises, the tenderer shall immediately notify LIC of India in writing of such conditions and the cause thereof within two calendar days and prove that such is beyond the control and affect the implementation of the agreement. Unless otherwise directed by LIC of India in writing, the tenderer shall continue to perform its obligations under the contract as far as it is reasonably practical, and shall seek all reasonable means for performance not prevented by the Force Majeure event

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23) Details of Locations where CAMC is to be provided on Quarterly Basis are as under:

S. No	Location	Address	4 Channel 1080P Full HD Real-Digital Video Recorder (DVR) with minimum 2 TB Surveillance Hard Disk of Make Seagate/Western Digital	8 Channel 1080P Full HD Real-Digital Video Recorder (DVR) with minimum 2 TB Surveillance Hard Disk of Make Seagate/Western Digital	2 Mega Pixel Full HD Day & Night IR Dome Camera with Fixed Lens	2 Mega Pixel Full HD Day & Night IR Bullet Camera with 2.8 to 12 mm varifocal Lens	2 Mega Pixel Full HD Day & Night IR Dome Camera with 2.8 to 12 mm varifocal Lens	12 Volt DC 5 Amp Power Supply with 4 Out-put Terminals	12 Volt DC 10 Amp Power Supply with 8 Out-put Terminals
		Make & Models	HIKVISION/DS-7204HUHI-F1	HIKVISION/DS-7208HUHI-F1	HIKVISION/DS-2CE56DI T-IR	HIKVISION/DS-2CE16D1T -VFIR3	HIKVISION/DS-2CE56D1T -VPIR	Protek	Protek
1	DO Cell Jammu	LIC of India, 18 A Rail Head Complex Jammu	0	1	1	1	2	0	1
2	B.O Jammu-I	LIC of India, Karan Bhawan Shalimar Road Jammu	1	0	1	1	1	1	0
3	B.O Jammu-II	LIC of India, Paravati Bhawan Panjtirthi Jammu	1	0	1	1	1	1	0
4	B.O Jammu-III	LIC of India, 18A, Rail Head Complex, Jammu-180012	1	0	1	1	1	1	0
5	B.O Kathua	LIC of India, First Floor Head Post Office Kathua	1	0	1	1	1	1	0
6	B.O Udhampur	LIC of India, National Highway M H Crossing Udhampur	1	0	1	1	1	1	0
7	B.O Samba	LIC of India, Main Road Samba	1	0	1	1	1	1	0
8	B.O R.S.Pura	LIC of India, Near Bus Stand R S Pura	1	0	1	1	1	1	0
9	B.O Rajouri	LIC of India, Mall Mandi Rajouri	1	0	1	1	1	1	0
10	B.O Doda	LIC of India, Main Bazar Doda	1	0	1	1	1	1	0
11	B.O Poonch	LIC of India, Near Fort Main Bazar Poonch	1	0	1	1	1	1	0

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12	B.O Srinagar-I	LIC of India, Regal Lane Srinagar	1	0	1	1	1	1	0
13	B.O Srinagar-II	LIC of India, Regal Chowk Srinagar	1	0	1	1	1	1	0
14	B.O Anantnag	LIC of India, Shopping Complex Mehndi Kadal Anantnag	1	0	1	1	1	1	0
15	B.O Budgam	LIC of India, Main Bazar Near Bus Stand Badgam	1	0	1	1	1	1	0
16	B.O Sopore	LIC of India, Main Bazar Sopore	1	0	1	1	1	1	0
17	B.O Pulwama	LIC of India, Near Muran Chowk Pulwama	1	0	1	1	1	1	0
18	P & Gs Unit Jammu	LIC of India, 18 A Rail Head Complex Jammu	1	0	1	1	1	1	0
19	S.O Janipur	LIC Of India, Main Chowk, Above PNB Bank, Janipur Jammu	1	0	1	1	1	1	0
20	S.O CLIA	LIC of India, Pritam Complex, Shaheedi Chowk Jammu	1	0	1	1	1	1	0
21	S.O Kunjwani	LIC of India, Main Chowk Petrol Pump Kunjwani Jammu	1	0	1	1	1	1	0
22	S.O Akhnoor	LIC of India, Manda Road Near Army Hospital Akhnoor	1	0	1	1	1	1	0
23	S.O Sunderbani	LIC Of India, Main Bazar Sunderbani	1	0	1	1	1	1	0
24	S.O Reasi	LIC of India, Nr Sanyog Ghar Vijaypur Road Reasi	1	0	1	1	1	1	0
25	S.O Leh	LIC of India, Malpak Complex Main Bazar Leh	1	0	1	1	1	1	0
26	S.O Kupwara	LIC of India, Kupwara	1	0	1	1	1	1	0

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27	S.O. BILLAWAR	LIC of India, Billawar	1	0	1	1	1	1	0
28	S. O. Katra	LIC of India, Main Bazar Hotel Ambika Katra	1	0	1	1	1	1	0
29	S O Ganderbal	LIC of India, Ganderbal	1	0	1	1	1	1	0
30	S.O. Kulgam	LIC of India, Kulgam	1	0	1	1	1	1	0
31	S.O Ramban	LIC of India, Main Market Ramban	1	0	1	1	1	1	0
32	S.O. Kishtwar	LIC of India, Kishtwar	1	0	1	1	1	1	0
Total			31	1	32	32	33	31	1

Senior Divisional Manager

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Annexure - A

TECHNICAL BID

S. No	Information Sought	Information Provided
1	Name of the Firm/Organization (in Block Letters)	
2	Date of Establishment/Incorporation	
3	Registration No. under Companies Act 1956 (Please enclose photocopy of the certificate, if any)	
4	Address of Local Office, Telephone No. and e-mail address(at Jammu/Srinagar)	
5	Address of Head Office (if different) Telephone No and email address.	
6	Status:- Proprietary/ Partnership/ Private Ltd. Co./ Public Ltd. Co.	
7	Name(s) of the Proprietor/ Partners/ Directors	
8	Name(s) of Representative(s) with Designation who would be calling on us and attending to the jobs (With Mobile No and E-Mail ID.	
9	Permanent Account Number. (Please enclose attested photocopy)	
10	G.S.T Registration No. (Please enclose attested photocopy of certificate)	
11	Turnover for last 3 years (Copies of Balance Sheets & Profit & loss a/c for 3 yrs. to be enclosed)	FY 2022-23= FY 2023-24= FY 2024-25=

Tender for CAMC of CCTVs Installed at Various offices of Life Insurance Corporation of India Srinagar Division

12	Has your Firm / Organization including Partners / Shareholders / Directors ever been blacklisted / prosecuted by any department /statutory body in any state or by any Court of Law .If yes, please give details.	
13	Details of past experience in the present field engaged in. (Please enclose work orders from relevant institutions).	Value of Work Orders enclosed: FY 2022-23 = FY 2023-24 = FY 2024-25 =
14	Mention details of the inforce contracts (if any) with any other Divisional/Zonal Office of LIC OF INDIA.	
15	Details of Tender Fees	Amount Demand Draft No: Date: Bank:
16	Details of Earnest Money	Amount Demand Draft No: Date: Bank:

I declare that the above information is correct and complete to the best of my knowledge and belief.

Authorized Signatory
(Name / Designation and Seal of the Firm / Company)
Mobile/Email Id:
Date:

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Annexure – B

FINANCIAL BID

S. No	Location	CAMC Cost per Quarter (Excluding GST) -(a)	CAMC Cost per Year (Excluding GST) (b) = (a x 4)	CAMC Cost for 3 Years (Excluding GST) (c) = (b x 3)
1	DO Cell Jammu			
2	B.O Jammu-I			
3	B.O Jammu-II			
4	B.O Jammu-III			
5	B.O Kathua			
6	B.O Udampur			
7	B.O Samba			
8	B.O R. S. Pura			
9	B.O Rajouri			
10	B.O Doda			
11	B.O Poonch			
12	B.O Srinagar-I			
13	B.O Srinagar-II			

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14	B.O Anantnag			
15	B.O Budgam			
16	B.O Sopore			
17	B.O Pulwama			
18	P & GS Unit Jammu			
19	S.O Janipur			
20	S.O CLIA			
21	S.O Kunjwani			
22	S.O Akhnoor			
23	S.O Sunderbani			
24	S.O Reasi			
25	S.O Leh			
26	S.O Kupwara			
27	S.O. BILLAWAR			
28	S. O. Katra			

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29	S O Ganderbal			
30	S.O. Kulgam			
31	S.O Ramban			
32	S.O. Kishtwar			
Total Cost of CAMC for Three (03) Years for all locations (Excluding GST)		In Number		
		In Words		

Note:

1. Before Quoting rates please go through the terms & conditions given in the Tender.
2. Bidder is required to quote for all locations, if any vendor doesn't quote for any location, bid shall be treated as unresponsive and shall not be considered.
3. Quoted rates shall be excluding GST, it shall be paid in addition to the quoted rates as per prevailing rates.
4. If there is variation of rates quoted in words and figures, bid shall be treated as unresponsive.

Authorized Signatory

(Name / Designation and Seal of the Firm / Company)

Mobile/Email Id:

Date:

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Annexure - C

AFFIDAVIT

(TO BE GIVEN BY SUCCESSFUL BIDDER)

I/We _____, being
Indian _____ Citizens _____ residing _____ at _____
_____ do hereby solemnly
affirm and state as under:-

Whereas Life Insurance Corporation of India has floated tender for CAMC of CCTVs installed at various offices of Life Insurance Corporation of India, Srinagar Division and in respect of the same, I/we being one of the Bidders, confirm that I / We strictly follow various laws as mentioned in the Terms & Conditions of the Tender.

I/We further state that I/ we shall indemnify Life Insurance Corporation of India against all claims, which may be made upon Life Insurance Corporation of India and it shall be at liberty and is hereby empowered to deduct the amount of any damages, compensation costs, charges and expenses arising or occurring of any claim of damages, from any sum or sums due to or to become due to us.

I/We state that Life Insurance Corporation of India has considered my / our bid on the basis of the statement made by me / us in this affidavit. I / We further state that non-compliance of any provisions shall be sufficient reason for Life Insurance Corporation of India to terminate the contract. Besides taking recourse to other legal remedies available in the Contract.

Solemnly affirmed at _____ this _____ Day of _____ 2025 before me.

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Annexure - D

LETTER OF AUTHORIZATION FOR ATTENDING BID OPENING

The Manager (OS)
Life Insurance Corporation of India
Divisional Office-Srinagar

Sub: Authorization for attending bid opening on.....at.....Hrs

Following person is hereby authorized to attend the bid opening of Tender floated by Life Insurance Corporation of India, Srinagar Division, for CAMC of CCTVs Installed at various offices under Srinagar Division, on behalf of:

..... (Bidder detail)

Name of the Person	Specimen Signature

Authorized Signatory
(Name / Designation and Seal of the Firm / Company)
Mobile/Email Id:
Date:

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Annexure - E

APPLICATION FOR PAYMENT THROUGH NEFT FROM AGENCY

Name of the Agency :
(As per Bank A/c)

PAN NO. :
(Compulsory)

Address of Agency :
.....

Phone / Mobile no. :
(FOR SMS Alert)

Email ID :

Agency's Bank name :

Bank Branch Name :

Address of the bank :

Agency Bank Account No. :
(Full Digit 11-16)

Type of A/c : Saving A/c ☐ Current A/c ☐ OD A/c ☐ A/c ☐
(Tick)

Bank IFSC Code No. :
(11 DIGIT IFSC CODE)

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I have checked the above details with my banker and confirm that they are correct. Please transfer the amount payable to me as per details stated above.

Authorized Signatory
(Name / Designation and Seal of the Firm / Company)
Mobile/Email Id:
Date:

Kindly enclose cancelled cheque leaf for verification of details.

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Self- Declaration

I/We _____

do hereby declare that I/We have not, at any time during the period of last three years, immediately preceding the date of this declaration, been Black listed by any central or state Govt. deptt. / Public Sector company /any office of the LIC nor have been convicted by any court of law. I further state that I do not have any criminal antecedents and no criminal cases are pending against me.

Authorized Signatory

Bidder Detail with Seal and Stamp

Date: _____

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ENCLOSURE CHECK LIST

S. No	PARTICULARS	YES	NO
01	Demand Draft for Tender Fee & EMD enclosed with Technical Bid.		
02	All Annexures i.e. A, E duly signed and stamped are enclosed with Technical Bid		
03	Financial Bid Annexure-B is duly signed and enclosed in a separate envelope		
04	All Rates in the financial bid are covered with cello tape		
05	All documents are duly signed & stamped		
06	Chartered Accountant certified proof of turnover for FY 2022-23, 2023-24, 2024-25 are enclosed with Technical Bid		
07	Copy of work orders / experience certificate executed / completed in FY 2022-23, 2023-24, 2024-25 are enclosed with Technical Bid		
08	Proof of operating office in UT of Jammu & Kashmir enclosed with Technical Bid/ List of Resident engineers as required		
09	Self-Attested copy of PAN Card enclosed		
10	Self-attested copy of GST No. Enclosed		
11	NEFT Details along with cancelled cheque enclosed		
12	Self-Declaration		
12	Signed Copy of Tender Document from page-1 to 16		

Bidders are requested to ensure that the self-attested documents, as required under Tender conditions are enclosed while submitting the Tender to Life Insurance Corporation of India, Divisional Office Srinagar.

Non-submission of the required documents may result in dis-qualification of the bidders on technical grounds without any correspondence with them.