



भारतीय जीवन बीमा निगम, मंडल कार्यालय, पंडरी, रायपुर (छ.ग) 492004

Ref: Sales/Tender/ Trophies

Date-14.01.2026

To,

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\_\_\_\_\_  
\_\_\_\_\_

Dear Sir/Madam,

**Sub: Quotation calling for Supply of Various Trophies (as per list attached)**

**Please quote your rates for supply of Various Trophies.**

- **Sample: Only one sample of each Trophy must be submitted along with tender for all Trophies for which rates are quoted.**
- **Packing of Trophies:** should be first wrapped in plastic bubble sheet separately & subsequently it would be packed in a Carton box.
- **Specifications, Quantity & Rates as per Enclosed Format.**
- **Quality:** Strictly as per Specification.
- **Delivery of Items to be done:** SALES DEPARTMENT, 2<sup>nd</sup> Floor, LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (CG).

**Terms & Conditions: -**

- The quotation in a **SEALED envelope marked "Quotation for supply of "Various Trophies along with Samples."** Should reach this office- Sales Deptt. LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (C.G.) **latest by 05.00 PM on 23.01.2026** Quotations received after the time will be rejected.
- The Quotations & Samples will be opened on **27.01.2026 at 11.30 AM** at Sales Department, LIC OF INDIA, DIVISIONAL OFFICE, PANDRI, RAIPUR (C.G.)
- Quotations must be sent in the **ATTACHED FORMAT ONLY** on Firm's letterhead duly signed by Proprietor / Partner / Director / Manager with seal of the Firm on all pages.
- **EMD amount Rs. 30000/- is to be submitted along with the Quotation by Demand Draft in favour of LIC of India payable at Raipur. EMD of unsuccessful bidders will be returned without interest within 30 days after finalization of Tender.**
- Duly filled Pre Contract Integrity Pact should also be submitted.
- **Rates quoted must be Inclusive of delivery and all other charges & Excluding GST**
- If after the delivery of items, it is discovered that the materials supplied are not according to the specifications, such supply will be rejected at the supplier's cost. Damaged items will have to be replaced at supplier's cost.



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- **Payment will be made through NEFT only after receiving of Trophies & Gift Items. No advance payment will be made.**
- Any quotation not in compliance with these terms & conditions will be liable for rejection. Sr. Divisional Manager reserves the right to accept or reject any quotation in full or part.
- Any dispute arising out of or relating to this tender shall be deemed to have arisen in RAIPUR and shall be under jurisdiction of a court in RAIPUR.
- **The L1 rates will be decided on the basis of quality of Sample and quoted rates.**
- **In case your quotation is accepted and order is placed to you, the supply against the order should be made within 12 days. If a supplier fails to deliver the goods on or before the stipulated time, the corporation will have liberty to purchase the articles from the open market and for that any loss or damage corporation suffer there by, the supplier shall be liable to make good the loss or damage so caused.**
- **These Rates Shall be valid for period of 01 Year from the date of approval by The Competent Authority.**
- **Please deposit Tender Fees Rs.590.00 (500.00 +18% GST) non refundable.**
- In case of Micro & small enterprises who have registered with the Director of Industries(DI) / District Industries Centre (DIC) / NSIC as **Manufacturing / Service enterprises** by filling **Entrepreneurs (Part II)** will be exempted from payment of EMD & Tender Fee.
- दिये गए samples की Quality की जांच की जावेगी एवं खराब या निम्न Quality की वस्तुएँ reject की जावेंगी . गुणवत्ता के आधार पर कोई ट्रॉफी को **Accept/Reject** करने का सर्वाधिकार मण्डल क्रय समिति एवं वरिष्ठ मण्डल प्रबन्धक के पास सुरक्षित रहेगा एवं वरिष्ठ मण्डल प्रबन्धक का निर्णय अंतिम एवं सर्वमान्य होगा.
- वेंडर कृपया ध्यान देवें rates quote करते समय दिये गए specifications के अनुसार केवल एक प्रकार के item हेतु rates quote करें एवं केवल एक वस्तु का एक ही sample प्रेषित करें. यदि मांगी गयी मात्रा एवं दर से अलग rates quote किया जाता है एवं अन्य प्रकार के भी sample प्रेषित किया जाता है तो उसे अमान्य किया जावेगा .
- **The Senior Divisional Manager reserves the right to reject any or all tender quotations without assigning any reason and to make partial or complete changes in the terms and conditions of the tender.**

**All Photos for reference only.**

**Yours Faithfully,**

**Senior Divisional Manager**

## On Firm's Letter Head

भारतीय जीवन बीमा निगम ,मण्डल कार्यालय ,रायपुर के दिनांक 14.01.2026 के निविदा आमंत्रण के नियमों एवं शर्तों को स्वीकार करते हुए हमारे फ़र्म द्वारा निम्नानुसार ट्रॉफ़ियों हेतु rates quote किया जाता है. प्रत्येक ट्रॉफी जिसके लिए rates quote किए जा रहे हैं, उनके sample भी प्रेषित किए जा रहे हैं .

Sl. No.	Name of Trophies	Quantity	Rates (Excluding GST)	Sample Submitted
1	TROPHY as per PHOTO 1 Photo & Specification attached And Not less than the Specifications given Photo 1	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
2	TROPHY as per PHOTO 2 Photo & Specification attached And Not less than the Specifications given Photo 2	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
3	TROPHY as per PHOTO 3 Photo & Specification attached And Not less than the Specifications given Photo 3	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
4	TROPHY as per PHOTO 4 Photo & Specification attached And Not less than the Specifications given Photo 4	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
5	TROPHY as per PHOTO 5 Photo & Specification attached And Not less than the Specifications given Photo 5	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
6	TROPHY as per PHOTO 6 Photo & Specification attached And Not less than the Specifications given Photo 6	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
7	TROPHY as per PHOTO 7 Photo & Specification attached And Not less than the Specifications given Photo 7	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
8	TROPHY as per PHOTO 8 Photo & Specification attached And Not less than the Specifications given Photo 8	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
9	TROPHY as per PHOTO 9 Photo & Specification attached And Not less than the Specifications given Photo 9	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		

10	TROPHY as per PHOTO 10 Photo & Specification attached And Not less than the Specifications given Photo 10	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
11	Republic Day trophy as per PHOTO 11 Photo & Specification attached And Not less than the Specifications given Photo 11	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
12	Republic Day trophy as per PHOTO 12 Photo & Specification attached And Not less than the Specifications given Photo 12	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
13	Republic Day trophy as per PHOTO 13 Photo & Specification attached And Not less than the Specifications given Photo 13	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
14	Republic Day trophy as per PHOTO 14 Photo & Specification attached And Not less than the Specifications given Photo 14	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
15	Gantantra Diwas Trophy as per PHOTO 15 Photo & Specification attached And Not less than the Specifications given Photo 15	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		
16	Gantantra Diwas Medal as per PHOTO 16 Photo & Specification attached And Not less than the Specifications given Photo 16	Up to 250		
		251-400		
		401-600		
		601-1000		
		1001 & Above		

भारतीय जीवन बीमा निगम, रायपुर मण्डल कार्यालय द्वारा इस निविदा हेतु तय किए गए नियम एवं शर्तें हमारी फ़र्म को स्वीकार एवं मान्य है .

All the above Terms & Conditions as mentioned in your letter dated 14.01.2026 are accepted by us.

Signature of Tenderer (Authorized Signatory)

Seal of Firm/Supplier