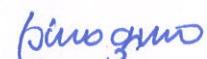


TENDER NOTICE FOR SUPPLY OF VARIOUS ITEMS OF PRE PRINTED STATIONERY		
S. NO.	ACTIVITY	DETAILS
1	Tender no.& date	TENDER NO.5 (2025-26) Dtd. 31/01/2026
2	EMD	(1) EMD RS 50,000/- (EMD Exempt for MSME/NSIC FIRM) (2)Security Deposit @5% of order value (As per CO Circular CO/OS/B/Security Deposit/2023-24, dated 01.02.2024
3	Tender Fee	Rs 295/- (Two hundred ninety five only) non-refundable by way of Demand Draft/Cheque payable at JAIPUR, favouring Life Insurance Corporation of India. Tender Forms may be obtained from the address as mentioned in column no -4 hereunder, from 02/02/2026 to 17/02/2026 on all working days from 10AM to 5.30 PM.
4	Address for submission of Bid	OS Department, Life Insurance Corporation of India, JAIPUR Divisional Office, Jeevan Prakash, Ambdekar Circle Bhawani Singh Marg, JAIPUR-302005
5	Papers to be submitted	Bidders to put the following documents in a sealed envelope superscribed as "TECHNICAL BID" (marked as Envelope no -1) (i)-Photocopies of the supporting documents as mentioned in tender Document, (ii)-FORM OF Technical bid-Annexure A (iii)Details of Client-ANNEXURE B (iv) GST PARTICULARS -ANNEXURE C (v)- Undertaking -ANNEXURE D (vi)-Terms & Conditions of Tender -ANNEXURE E (vii)-Security money deposit (viii)-Tender fee (ix)-Sample of paper to be used by bidder for Pre printed Stationery (x)- If registered under NSIC or MSME, please attach latest valid copy FINANCIAL BID-ANNEXURE -F ( TO BE SUBMIITED IN A SEPARATE ENVELOPE MARKED AS ENVELOPE NO2-), SUPERSCRIBED AS " FINANCIAL BID"
6	Submission of Bid Date &Time	Tenderer should put together sealed Envelopes superscribed as " TECHNICAL BID" & "FINANCIAL BID" as above in a SEPARATE LARGE sealed envelope Superscribed as Tender NO-5 dated 31-01-2026 "Tender for supply of PRE PINTED STATIONERY" and Name of tenderer on or before 17/02/2026
7	Technical Bid Opening Date&Time	The Technical Bids will be opened By the Tender opening committee on 18/02/2026 at 11.00 AM. The concerned Firm/Co. may send one representative to witness the prosess at the address mentioned above.
8	Financial Bid	The financial bid will be opened on a later date which will be intimated separately to techjnically qualified bidders only
9	Contact Details	Ph no 0141-2745831,2745829, email id:os.jaipur@licindia.com
10	Official Website(URL)	This tender document can be downloaded from our website www.licindia.in, go to "Tenders" and click link "TENDER FOR SUPPLY OF PRE PRINTED STATIONERY JAIPUR DO-1"
Incase, of any change in the schedule whatsoever, the same will be displayed on our website as above.		

  
 Sr. Div. Manager  


TECHNICAL BID		ANNEXURE -A
S NO	INFORMATION REQUIRED	INFORMATION PROVIDED
1	Name of the Firm(In block letters)	
2	Date of establishment of firm	
3	Correspondance Address and telephone no and e mail id	
4	Address of Head office , if separate, Telephone no e mail id	
5	Status of firm, Properitary/Partnership/Private Ltd. Company/Public Ltd. Company	
6	Name of the Partners/Directors	
7	Name of the Key person with his present address	
8	Detalis of the Demand Draft payable at Jaipur to be enclosed in the form downloaded from website	
9	Name of the Bankers with address &telephone no, IFSC Code& A/C no(submit cancelled cheque	
10	PAN No. of the Firm (Please enclose photocopy)	
11	GST No. of the Firm(Please enclose Photocopy	
12	Work Authorization Letter/Licence of firm	
13	INCOME TAX RETURN OF LAST THREE YEARS 2022-23,2023-24, 2024-25 F.Y. (WITH BALANCE SHEET & P&L A/C with UDIN NO.) to be enclosed	

E 9/2024

14	Bidder Turnover Certificate with UDIN NO. of Financial year 2022-23, 2023-24, 2024-25 ( Minimum 25 Lacs Turnover is must)	
15	Details of the stationery supplied to any other office of LIC of INDIA/Prestigious PSUs (Please fill annexure-B) Minimum two order of 3 Lacs or one order of 5 Lacs	
16	Is the Firm/ Company is registered for Micro and Small enterprises(MSE)with Director of Industries/District Industries Centre as Manufacturing/Service Enterprises or registered with National Small Industries Corporation (NSIC) under single point Vendor registration scheme.If yes submit latest and valid certificate	
17	Have your Firm ever been blacklisted by LIC of India or PSU/BFSI/GOVT./Semi GOVT.deaprtment s in India as on date of submission of Bid	
18	Submission of Pre contract integrity pact is must	

(Note- Please fill in the form in legible handwriting or get it typed.If space provided herein is insufficient please use a separate sheet duly signed and sealed by the authosised person for the each of the question. Forms received as Incomplete or with alteration witout due authentication is liable to be rejected without assigining any reason)

*Eight 0/*

I/We .....request ,Life Insurance Corporation Of India, Divisional office, Jaipur-1 to consider our bid.We agree to abide by all the elegibility and other terms and conditions and duties of supplier and assure to render the services to the fullest satisfaction of the Corporation. I/We further undertake that our Firm / Company is competent and capable of printing and supplying of stationery of as per specifications provided to us by LIC of INDIA, Div. Off Jaipur-1 ,within stipulated time as desired by them. I/We have no objection if inspection of my/our premises/workshop,shop etc is done by the officials of CORPORATION in this behalf. We also understand that CORPORATION reserves the right to accept ,cancel, alter, add, cancel partially or fully any terms and conditions of the tender. We have gone through the entire tender document carefully and have put our signature and seal after undestanding it completly.

Place-----

Date-----

Siganture with seal of Firm/ Company



## DETAILS OF EXISTING CLIENTES- ANNEXURE B

Separate sheet must be enclosed for each client

Name of the company/ organisation	
Details of the Order	
Type of the Product/s supplied	
Value of the Order/s	
Quantam of Order/s	
Date on which supply is completed	
If any penalty was imposed(Give reason, if yes)	
Address of the Company	
Name of the contact person	
Designation	
Landline no.	
Mobile no.	
Email id	
Any other information you desire to share	

Details of the work done in last two years needs to be provided with respect to the each of the client

PLACE

DATE

SIGNATURE

SEAL OF THE FIRM/SUPPLIER



### GST PARTICULARS- ANNEXURE C

Name of the company/ organisation	
Address (as per registration with GST)	
CITY	
Postal Code	
Region/State(complete state Name)	
Pan No.	
GST ARN NO.	
GSTIN ID NO.	
Type of Business (as per registration with GST)	
Contact Person	
Phone No.	
Mobile no.	
Email id	
Service Accounting Code/HSN Code	

SIGNATURE AND SEAL OF AUTHORISED  
PERSON OF THE FIRM/ CO.



**Annexure-D**  
**UNDERTAKING**

**Ref: OS/TENDER/ Computer Continuous Stationery**

We hereby confirm that we have not been blacklisted by LIC or PSU/ BFSI Organization/ Government / Semi Government / Quasi Govt. Departments in India as on date of submission of bid in Response to the above.

We also agree with your terms and conditions quoted in tender.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2026

**Authorized Signatory Signature**

**NAME :**

**DESIGNATION :**

**Name and Address and SEAL OF THE FIRM / COMPANY :**

(THIS UNDER TAKING IS TO BE SUBMITTED ON THE LETTER HEAD OF THE FIRM/ CO.)

## Annexure-E

### Terms and conditions of the Tender

(Please put sign. On each page)

01 The firm/supplier should be having the experience of printing/supply of items as mentioned in Annexure-F for at least 3 years and should be on the approved panel of at least 3 reputed Institutions.(copy of proof must be enclosed in the shape of work orders of last 3 years )

02. The firm/supplier should have registration with state and local authorities for undertaking the profession(copies of proof to be enclosed)

03. Minimum annual turnover of the Firm/ Company should be 25,00,000/- (TWENTY FIVE LAKHS) certified by Chartered Accountant and above during last three years and experience of having executed an order of one PSU/ Govt./reputed private firm/company worth Rs.5 (FIVE) LAKHS and above for any one of the last 3 years OR Two orders of 3 lacs each in last 3 years, duly certified by the same Chartered Accountant (submission of certificate is must).

**FOR MSME FIRMS MINIMUM ONE YEAR TAX ASSESMENT & TURN OVER IS MUST WITH P&L.**

04. EMD 2 % Of Tender Cost/Value will Be Deposit & Security Deposit will be 5 % Of Tender Cost/Value will be Deposit as Demand draft in favor of LIC OF INDIA . EMD & Security deposit will not carry any interest and same will be refunded to the concern printer/vendor only after completion of contract.

05. As per Central Government implementation of public Procurement Policy for Micro and Small Enterprises under 2016, the Tenderer registered under Micro & Small enterprises (MSE) / with Director of Industries/District Industries Centre / NSIC registered vendor / dealer / printer will be exempted from ***EMD/Security Deposit*** on production/submission of certificate / documents. This exemption is valid only up to validity period of certificate as per Government regulations. In absence of any such document, tenderer shall be considered as not Registered under DGS&D /NSIC.

06. Annexure-A should be supported with the sample paper of desired categories of GSM and PAPER QUALITY/BRANDs as mentioned in relevant column of Annexure-F , failing which bid is liable to be rejected without assigning any reason.

07. No corrections are allowed to be made in the terms quoted ,subsequently.

08. The rates to be quoted in Annexure-F shall be on ***F.O.R basis***, i.e. inclusive of Local body taxes, Labour Charges and Transportation expenses. **GST as per rules will be EXCLUSIVE .**

09. In work order supply each sheet will contain print line "Item name/vendor's name/month-year of work order/quantity"

10. The tender will valid till 6 months from date of contract.

*Eg 2018*

11. The Corporation reserves the right to accept any quotation in full or part. This does not necessarily mean that the lowest quotation will be accepted.

12. After engaging the services of the firms, if it is found that the services are not rendered to the satisfaction of the LIC of INDIA DO JAIPUR-1 or fail to carry out any instructions issued to him by the LIC from time to time or in the event of any loss/damage being caused to LIC on account of the negligence of the vendor or its employees or vendor commits breach of any covenant or any clause , as mentioned in this tender for any reasons whatsoever, the services may be terminated at the sole discretion of Corporation and Corporation shall have the right to engage the services of any of other firms as it may deem fit. In this course if any financial or otherwise, loss/damage/extra costs/ incidental expenses whatsoever, to corporation is caused, the firms shall be legally bound to make good the same in monetary term to be decided by Sr.DM, LIC of India, DO-1,Jaipur.

13. Mere submission of the application for tender does not confer the right of Selection.

14. The selection on tender would be without any liabilities from our side.

15. Life Insurance Corporation of India reserves its right to reject, accept or cancel the process at any stage of tender selection without assigning any reason thereof and Life Insurance Corporation of India shall neither be liable nor obligatory to inform the applicant the grounds of any such action.

16. Any dispute arising out of or relating to this tender shall be deemed to have arisen in JAIPUR and be subject to adjudication of competent Court in JAIPUR CITY only.

17. Any tender not complying wholly with these terms and conditions shall be liable for rejection.

18. The quality, quantity and punctuality in rendering services are the essence of the contract and the vendor undertakes to abide by them at all times.

19. The vendor shall not appoint any sub-vendor to carry out any obligations under the contract.

20. In the event of any dispute or difference arising out of operation of this tender, the same shall be decided by the Sr.DM Life Insurance Corporation of India, Divisional Office JAIPUR-1 whose decision shall be final and binding on both the parties.

21. It may clearly be understood by the Supplier that the persons employed by the Supplier for providing services as mentioned herein, shall be the employees of the Supplier and not of "The LIC". The Supplier shall be liable for that.

22. This agreement may be terminated forthwith if either party becomes insolvent, ceases its operations, dissolves, files for bankruptcy or bankruptcy protection, appoints receivers, or enters into an arrangement for the benefit of creditors, the other party shall have the right to immediately terminate this agreement.

23. Any obligations under this agreement either expressly or by their nature are to continue after termination or expiration of this agreement shall survive and remain in effect.

*E.G.M. 8*

24. Tax at source as per the Income Tax Rules applicable from time to time, penalty if any, will be deducted from the payment without any notice to you.

25. No Advance payment shall be made for purchasing items.

26. After the approval of proof of draft, work order may be placed.

27. Art work/proof (first/subsequent) if any will have to be submitted within 10 days.

28. The supplier has to ensure the delivery of material in good condition, duly packed at OS Deptt. LIC of India, JEEVAN PRAKSH, AMBEDKAR CIRCLE, BHAWANI SINGH ROAD, JAIPUR within the stipulated period as decided at the time of placing order but not more than 30 days from the date of order or within 20 days from print proof OK date, as the case may be, failing which goods will be accepted with price reduced @0.10% per delayed day OF BILL AMOUNT. Waiver of penalty can be allowed by the competent authority.

29. If any supply received with less Dimensions/ Varied specifications and other variations as specified in tender will attract imposition of penalty from 2% to 25% of order value. Below the contractual specifications with regard to the quantity and quality of paper, penalty clause (which will be decided by the competent authority on the merit of each case) would be invoked which is part and parcel of the conditions of the tender.

30. In case of any deviation from the specification in paper size/quality/brand/printing/binding/GSM/weight etc. is detected and reported to supplier then suitable replacement is to be made or defect to be removed by supplier free of charge unless additional job is assigned which was not expected of him at the time of placing the orders. The order shall be liable for rejection at the sole discretion of competent authority if desired corrections are not carried out within stipulated time frame or repetitions of same natures are made by the Tenderer.

31. No extra Terms and Conditions of the vendor will be accepted. If any vendor gives his own Terms and Conditions his tender will be rejected without informing him.

32. Delivery Memo must state clearly 1. Paper, 2 .Make & 3. GSM. 4. LOT wise Quality Parameter Test Result with Original Firm/Co.Seal and Authentic Signature with Each Consignment.

33. PRESS LINE, MONTH, QUANTITY MUST BE MENTIONED ON EACH PAPER. OTHERWISE MINIMUM RECOVERY OF RS.1100.00 or Maximum Recovery Rs.11000/-WILL BE MADE FROM BILL.

34. All the legal responsibilities regarding registration of firm under any act, EPF & ESI registration, certificate under law of shops and commercial establishment and all relevant labor license along with validity of same will be borne by the firm. LIC will not responsible for any violation of any rules or law of Government or any act.

### 35. Buyer added specific clause for Paper quality parameters

At the time of technical evaluation stage a bidder shall have to submit advance paper samples as prescribed under **Table-A** within 7 days of BID ending date. Paper sample approval will be the part of technical evaluation and only approved samples by approval/stores committee will be considered for participating in financial bid which is one of the conditions for qualifying at technical evaluation stage.

Those bidders who fail to submit advance paper samples as prescribed under **Table A** within specified time limit will not be considered as technically qualified whereas they have submitted other papers as per bid term condition.

#### **Table A: (Paper Quality Parameters)**

01. A paper should be "A" Grade mill paper likewise Century/TMPL/Ballarpur/ J.K.Mill Paper/Orient.
02. 70 GSM
03. Brightness of Paper 85 plus

Where under the contract, the contractor is required to submit an advance sample, any expenses incurred by the contractor on or in connection with the production of stores in bulk, before the sample has been approved unconditionally shall be borne by the seller and he shall not claim any compensation in the event of such sample being found unacceptable by the Buyer/Consignee.

#### Declaration:

I/we have read the instructions appended to the form and I/we understand that if any false information is revealed at a later date,

Any contract made between ourselves and the corporation, on the basis of the information given by me/us shall be treated as invalid at the sole discretion of the Corporation and I/we will be solely responsible for the consequences and shall make good all losses caused to LIC of India in the process. I/we agree that the decision of the corporation in selection of tender will be final and binding on me/us. All the information furnished by me hereunder is correct to the best of my/our knowledge and belief.

I/we have no objection if inspection of my/our premises/ workshop, shop, etc. is done by the Official of the corporation including inspection of the quality of any or all items of the tender.

Sign..... Place..... date.....

Name & designation..... (With seal of firm/company)



THE INSURANCE LAWS (AMENDMENT) ACT, 2015

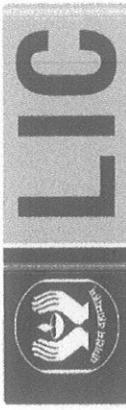
1. In terms of provisions of Section 33 (3) of The Insurance Laws (Amendment) Act , 2015, Insurance Regulatory and Development Authority of India (IRDAI), is authorized to verify all such books of account, register, other documents and the data base in the custody of the contractor in respect of service outsourced by the LIC of India. It shall be the duty of the contractor to provide such documents/statements/information as may be required by IRDAI within such time as may be specified by IRDAI.
2. In terms of provisions of Section 33 (4) of The Insurance Laws (Amendment) Act , 2015, Insurance Regulatory and Development Authority of India (IRDAI), if it considers expedient to do so, may direct any person hereinafter referred to as "Investigating Officer", to make an investigation as specified under Sec.33 (1) or carry out an inspection as specified under Section 33 (2) of the Insurance Laws (Amendment) Act, 2015, who may examine on oath any Manager, managing Director or Other Officer of the service provider or contractor where the services are outsourced by LIC of India

We agree with all terms and conditions of the tender.

Sign..... Place.....date.....

Name & designation..... ( With seal of firm/co.)





भारतीय जीवन बीमा निधि  
LIFE INSURANCE CORPORATION OF INDIA

(ANNEXURE F)

LIFE INSURANCE CORPORATION OF INDIA  
DIVISIONAL OFFICE I, JAIPUR

OPEN TENDER NO.05/2025-26

INVITATION DATE - 31.01.2026

LAST DATE 17-02-2026  
OPENING DATE 18-02-2026

LIST OF PRINTING STATIONERY ITEMS FOR WHICH QUOTATION ARE TO BE CALLED

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
1	10X12 CRAFT PAPER, 100 LEAF, (AS PER SAMPLE)	100	Star Paper Mill Kraft	5000	10000 20000	
2	16x26/4 Register, SSP, Pakki binding ordinary ruling, 100 leaf in each register, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 Register	50 PAD	
3	17x27/2 SSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	100 PAD	50 PAD	
4	17x27/2 BSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	100 PAD	50 PAD	
5	17x27/4 SSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	100 PAD	50 PAD	

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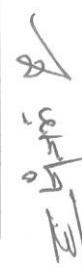
S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
6	17x 27/4 BSP, 100 LEAF IN EACH PAD,(AS PER SAMPLE)			50 PAD 100 PAD 200 PAD 500 PAD 1000 PAD		
7	17X27/4 SSP , LEDGER PAPER, 100 SHEATS IN PER PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	50 PAD 100 PAD 200 PAD		
8	17X27/4 BSP, LEDGER PAPER, 100 SHEATS IN PER PAD, (AS PER SAMPLE)	80	STAR /JK/ BALLARPUR LEDGER	50 PAD 100 PAD 200 PAD		
9	17x27/4 SSP Register, 100 SHEATS IN EACH REGISTER, Pakki binding With numbering, (AS PER SAMPLE)	80	STAR /JK/ BALLARPUR LEDGER	50 PAD 100 PAD		
10	17X27/4 BSP REGISTER, 100 SHEATS IN EACH REGISTER, PAKKI BINDING WITH NUMBERING, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 Register 50 Register		
11	17X27/4 BSP Register, 200 SHEATS IN EACH REGISTER, PAKKI BINDING, WITH NUMBERING, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 Register 50 Register		
12	17X27/4 BSP Register, LEDGER PAPER, 100 SHEATS IN EACH REGISTER, PAKKI BINDING WITH NUMBERING, (AS PER SAMPLE)	80	STAR /JK/ BALLARPUR LEDGER	20 Register 50 Register		
13	17X27/4 BSP Register, LEDGER PAPER, 200 SHEATS IN EACH REGISTER, PAKKI BINDING WITH NUMBERING, (AS PER SAMPLE)	80	STAR /JK/ BALLARPUR LEDGER	20 Register 50 Register		

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
14	17x27/4 Register, SSP, 100 leaf, Pakki binding, One leaf perforation, With numbering, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 Register		
15	17X27/4 Letter Head SDM, leagar size( 210 x 343 ) , SSP, Multi colour ,Screen printing, 100 leaf In Each Pad , (AS PER SAMPLE)	105	EXECUTIVE BOND	10 Pad		
16	18X23/2 BSP, 100 SHEAT IN EACH PAD, (AS PER SAMPLE)			100 PAD		
17	18x23/4 SSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	200 PAD		
18	18x23/4 BSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)			500 PAD		
19	18X23/4 Register BSP, LDEGER PAPER, 100 LEAF WITH NUMBERING, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 PAD		
20	18x23/4 Letter Head D.O. ( A-4 ) ( 210 x 297 ) SSP, 100 leaf, Multi colour screen printing, (AS PER SAMPLE)	80	JK EXCEL BOND	20 PAD		
				50 PAD		
				100 PAD		

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
21	18x23/4 Letter Head SDM, leagar size A-4 (210 x 297 ), SSP, Multi colour , Screen Printing 100 leaf, (AS PER SAMPLE)	105	EXECUTIVE BOND	10 Pad		
22	18x23/4 Medical Report, 50 leaf BSP + 5 Leaf SSP, 50 + 5 =55 leaf, Kachi binding , With numbring perforation, Back side puttha binding, Front drawing sheet, (AS PER SAMPLE)	80	Orient Paper Mill Maplitho	500 Book 1000 Book		
23	18X23/4 (PROPOSAL FORM ) (9"X11"). (03 LEAF/06 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000FORMS		
24	18X23/4 (PROPOSAL FORM ) (9"X11"). (04 LEAF/08 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000FORMS		
25	18X23/4 (PROPOSAL FORM ) (9"X11"). (05 LEAF/10 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000FORMS		

25/05/2020

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
26	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (06 LEAF/12 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE		Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
27	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (07 LEAF/12 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
28	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (08 LEAF/16 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
29	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (09 LEAF/18 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		



S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
30	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (10 LEAF/20 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
31	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (11 LEAF/22 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
32	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (12 LEAF/24 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
33	18X23/4 ( <b>PROPOSAL FORM</b> ) (9"X11"). (13 LEAF/26 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
34	18X23/4 (PROPOSAL FORM ) (9"X11"). (14 LEAF/28 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
35	18X23/4 (PROPOSAL FORM ) (9"X11"). (15 LEAF/30 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
36	18X23/4 (PROPOSAL FORM ) (9"X11"). (16 LEAF/32 PAGES), BOTH SIDE PRINTING IN BLACK INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5000 FORMS 10000 FORMS 20000 FORMS 50000 FORMS 100000 FORMS		
37	18x23/6 SSP, 100 LEAF IN EACH PAD , (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 PAD 50 PAD		
38	18x23/6 BSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 PAD 50 PAD		

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S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
39	18x23/6 Letter Head D.O., ( A-6 ) ( 195 x 297 )SSP, 100 leaf, Multi colour screen printing, (AS PER SAMPLE)	80	JK EXCEL BOND	20 PAD 50 PAD 100 PAD		
40	18x23/6 Medical diary, BSP, Pakki binding with numbering, One leaf pink paper, 50 leaf in each diary, (AS PER SAMPLE)	80	Orient Paper Mill Maplitho	200 Diary 500 Diary		
41	18X23/6 Book, IN EACH Book ONE PAGE IS FIXED AND TWO PAGES ARE IN PERFORATION, 50+50+50=150 PAGE, KACCHI BINDING WITH BACK PUTHHA, FRONT DRYING SHEAT, PRESS LINE MONTH WITH NUMBERING, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	50 BOOKS 100 BOOKS		
42	18x23/8 SSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 PAD 50 PAD		
43	18x23/8 BSP, 100 LEAF IN EACH PAD, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	20 PAD 50 PAD		
44	18x23/12 Book, SSP, 200 leaf (100 +100), Pakki binding, With perforation numbering, (AS PER SAMPLE)	70	Orient Paper Mill Maplitho	100 Book 200 Book		

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S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
45	20x30/4, Register Attendance, Ledger Paper, Ord .rulling full cloth binding 30 leaf, (AS PER SAMPLE)	80	STAR JK/ BALLARPUR LEDGER	50 Register 100 Register		
46	Size 21c.mx 14c.m. Ready size Note Book, Containing 20 Leaves (40 pages) IN 90 GSM, Both side lines, Centre two pin binding. Cover- Art Paper 250 GSM, One side multi colour printing with lamination. (As per sample)	250 COVER/90 INNER PAGES	SUNSHINE PAER OF BALLARPUR PAPER MILL	2000 PIECES		
47	NACH MANDATE FORMS, SIZE 8 INCHES BY 3.6 INCHES,(PLEASE ENSURE THE LENGTH OF FORM MEASURES 8 INCHES FORM THE PERFORATION LINE) MULTI COLOUR PRINTING ON FRONT SIDE AND SINGLE COLOUR PRINTING ON BACK SIDE ON EACH LEAF, LIC LOGO, ONE BOOK CONTANING 10 LEAVES, COVER IN CRAFT PAPER WITH PRINTING, PIN BINDING, SPACE FROM THE EDGE OF BINDING IN THE BOOKLET UPTO THE PERFORATION LINE SHOULD BE KEPT AS 2 C.M. (AS PER SAMPLE)	90	SUNSHINE PAER OF BALLARPUR PAPER MILL	5000 10000		
48	Vigitig Cards, 5.4 x 9.2cm size of American screen printing off set printing , Multi colour with printing, BSP (As per sample)	300	Sinarmas art card	200 Cards		
49	राजभाषा पत्रिका “प्रतिबिष्ट” (नमूने के अनुसार) साईज 18x23x4 प्रिंटिंग दोना तरफ, सनसाईन पेपर आवरण (अ) आवरण पृष्ठ: 300 जी.एस.एम., आर्ट कार्ड, सिनार मास, 4 पेज रंगीन या लेमिनेशन । (ब) मध्य पृष्ठ: 130 जी.एस.एम., सिनार आर्ट पेपर, 4 पृष्ठ रंगीन (स) अन्य पृष्ठ: 100 जी.एस.एम., सन साईन, मल्टी कलर (सभी पृष्ठ रंगीन ), 40 पेज (सम्पल के अनुसार) 49A अन्य 4 पृष्ठ -कम अथवा ज्यादा, 100 जी.एस.एम., सन साईन, मल्टी कलर (पृष्ठ संगीन )	300 GSM COVER, 100 GSM INNER PAPERS ALL ARE COLOURED, 130 GSM INNER MULTY COLOUR	300 GSM COVER SINARMAS ART CARD 100 GSM INNER ORIENT PAPER MILL MAPLITHO, 130 GSM INNER SINARMAS ART PAPER 300	100 200 300	100 200 300	100 200 300

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
50	LEAFLET IN SIZE 18X22/8 ON 56 GSM COLOURED PAPER, A GRADE MILL, SINGLE SIDE PRINTING IN SINGHAL COLOUR.	56	Orient Paper Mill Maplitho	1.5 LACS		
51	9"X11". 05 LEAF/10 PAGES, BOTH SIDE PRINTING IN BLUE INK WITH NUMBERING, STAPLE AT TWO PLACE, 500 FORMS IN PER CARTON PACKET, A GRADE MILL PAPER, 70 GSM. (Ready size 8.5" x 10.75"), AS PER SAMPLE	70	Orient Paper Mill Maplitho	5 LAC		
52	POLICY DOCKET FORM NO.4111, 14"X7", 140 GSM (48+48), OUTER FLAP ONE INCH, CHARKOL QUOTED BITUMINISED, CRAFT PAPER INCLUDING PLASTIC CROSSED LINK WIRE, SIZE- LENGTH 3 C.M., WIDTH 1.5 C.M., SINGLE SIDE PRINTING, (AS PER SAMPLE) PACKING 1000 ENVELOPS IN ONE CARTON	140	48 GSM STAR KRAFT+48 GSM DELUX KRAFT	01 LACS		
53	POLICY DOCKET FORM NO.4111 A, 12"X6", 140 GSM (48+48), OUTER FLAP ONE INCH, TARKOL QUOTED BITUMINISED, CRAFT PAPER INCLUDING PLASTIC CROSSED LINK WIRE, SIZE-LENGTH 3 C.M., WIDTH 1.5 C.M., SINGLE SIDE PRINTING, (AS PER SAMPLE) PACKING 1000 ENVELOPS IN ONE CARTON	140	48 GSM STAR KRAFT+48 GSM DELUX KRAFT	50000		
54	ENVELOP PLANE 9"X4", AANDRA RIBD, WITH PRINTING, LIC LOGO, (AS PER SAMPLE) PACKING 500 ENVELOPS IN ONE PACKET	80	ORANGE RIBBED OF A GRADE MILL AS PER CORPORATE IDENTITY	1 LAC		
55	ENVELOP WINDOW 9"X4" , AANDRA RIBD, WITH PRINTING, LIC LOGO, JILETIN POLYTHEN ON WINDOW (AS PER SAMPLE) PACKING 500 ENVELOPS IN ONE PACKET	80	ORANGE RIBBED OF A GRADE MILL AS PER CORPORATE IDENTITY	6 LAC		

S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
56	ENVELOP PLANE 12"X5" , AANDRA RIBD, WITH PRINTING, LIC LOGO, (AS PER SAMPLE) PACKING 500 ENVELOPS IN ONE PACKET	80	ORANGE RIBBED OF A GRADE MILL AS PER CORPORATE IDENTITY	50000		
57	ENVELOP WINDOW 12"X5" , AANDRA RIBD, WITH PRINTING, LIC LOGO, JILETIN POLYTHEN ON WINDOW (AS PER SAMPLE) PACKING 500 ENVELOPS IN ONE PACKET	80	ORANGE RIBBED OF A GRADE MILL AS PER CORPORATE IDENTITY	50000		
58	ENVELOP WINDOW POLICY BOND 12"X8.5" , A GRADE MILL, PINK RIBD PAPER, WITH PRINTING, LIC LOGO, JILETIN POLYTHEN ON WINDOW (AS PER SAMPLE) PACKING 500 ENVELOPS IN ONE PACKET	80	ORANGE RIBBED OF A GRADE MILL AS PER CORPORATE IDENTITY	150000		
59	POLICY BOND ENVELOP, SIZE 12.5X8.5, WITH JILLATIN WINDOW PASTING, SUNSHINE PAPER, BOTH SIDE PRINTED IN MULTI COLOUR DULY CUTTED, FOLDED & PASTED IN ENVELOP FORM (AS PER SAMPLE) PACKING 1000 ENVELOPS IN ONE CARTON	120	SUNSHINE PAER OF BALLARPUR PAPER MILL	01 LACS		
60	ENVELOP CRAFT 12"X10" , KHAKI PAPER, WITH PRINTING, LIC LOGO, (AS PER SAMPLE)	100	Star Paper Mill Kraft	5,000		
61	ENVELOP CLOTH 12"X10" , KHAKI PAPER, WITH PRINTING, LIC LOGO, (AS PER SAMPLE)	100	Star Paper Mill Kraft	5,000		
62	ENVELOP CRAFT 16"X12" , KHAKI PAPER, WITH PRINTING, LIC LOGO, (AS PER SAMPLE)	100	Star Paper Mill Kraft	5,000		

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S.NO.	DESCRIPTION	GSM REQUIRED	PAPER QUALITY & BRAND/MILL	QUANTITY	RATES IN FIGURE (EXCLUDING GST)	RATES IN WORDS (EXCLUDING GST)
63	ENVELOP CLOTH 16"X12", KHAKI PAPER, WITH PRINTING, LIC LOGO, (AS PER SAMPLE)	100	Star Paper Mill Kraft	5,000		

**1. RATES SHOULD BE QUOTED EXCLUDING GST ONLY.**

2. FOR AT D.O.I JAIPUR
3. PHYSICAL SAMPLE CAN BE SEEN AT OUR OFFICE BETWEEN OFFICE HOURS.
4. ATTACHMENT OF SAMPLE PAPER IS A MUST.
5. VALIDITY OF TENDER IS ONE YEAR FROM DATE OF ACCEPTANCE OF TENDER.
6. THE ORDER FOR SUPPLY CAN BE GIVEN IN DIFFERENT PARTS.
7. QUANTITY CAN BE 25% LESS OR MORE.



Manager (O.S.)

ALL CONDITION OF ABOVE TENDER IS ACCEPTABLE

SIGNATURE WITH SEAL

**Annexure-G**  
**UNDERTAKING**

**Ref: OS/TENDER/ Printing Stationery**

We ..... hereby declare that we have not been under any Liquidation, Court receivership or similar proceeding and have never been bankrupt.

We also agree with your terms and conditions quoted in tender.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 2026

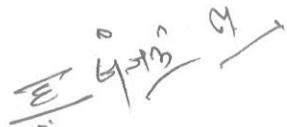
**Authorized Signatory Signature**

**NAME:**

**DESIGNATION:**

**Name and Address and SEAL OF THE FIRM / COMPANY:**

(THIS UNDER TAKING IS TO BE SUBMITTED ON THE LETTER HEAD OF THE FIRM/ CO.)

A handwritten signature in black ink, appearing to read "E. Upadhyay".

## PRE CONTRACT INTEGRITY PACT

### **General:**

This pre-bid pre-contract Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of .....2019. , between, on one hand, the Life Insurance Corporation of India (hereinafter referred to as "LIC") a statutory Corporation established under section 3 of Life Insurance Corporation Act 1956 (XXXI of 1956) and having its corporate office at "Yogakshema" Jeevan Bima Marg Mumbai 400021. (here in after called the "BUYER" which expression shall mean and include, unless the context otherwise requires, his successors in office assigns) of the First part. And M/s .....represented by Shri..... (Hereinafter called the "BIDDER /SELLER/SERVICE PROVIDER" which expression shall mean and include, unless the context otherwise requires, his successors and permitted assigns) of the Second part.

WHEREAS the BUYER proposes to procure ..... (*Name of the Stores/ Equipment/Item/Service*) and the BIDDER/Seller/Service Provider is willing to offer/has offered the stores/services and

WHEREAS the BIDDER/Seller/Service Provider is a private company/public company/Government undertaking/partnership/registered export agency, constituted in accordance with the relevant law in the matter and the BUYER is performing its function under the LIC Act 1956.

NOW, THEREFORE,

To avoid all forms of corruption by following a system that is fair, transparent and free from any influence/prejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into with a view to:-

Enabling the BUYER to obtain the desired said stores/ equipment/ item/service at a competitive price in conformity with the defined specifications by avoiding the high cost and the distortionary impact of corruption on public procurement, and

Enabling BIDDERs/Sellers/Service Providers to abstain from bribing or indulging in any corrupt practice in order to secure the contract by providing assurance to them that their competitors will also abstain from bribing and other corrupt practices and the BUYER will commit to prevent corruption, in any form, by its officials by following transparent procedures.

The parties hereto hereby agree to enter into this Integrity Pact and agree as follows:-

**1. Commitments of the BUYER**

- 1.1** The BUYER undertakes that no official of the BUYER, connected directly or indirectly with the contract, will demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward, favour or any material or immaterial benefit or any other advantage from the BIDDER, either themselves or for any person, organisation or third party related to the contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the contract.
- 1.2** The BUYER will, during the pre-contract stage/evaluation stage, treat all BIDDERs alike and will provide to all BIDDERs the same information and will not provide any such information to any particular BIDDER which could afford an advantage to that particular BIDDER in comparison to other BIDDERs.
- 1.3** All the officials of the BUYER will report to the "**Chief Vigilance Officer**" of the Buyer any attempted or completed breaches of the above commitments as well as any substantial suspicion of such a breach.
- 2.** In case any such preceding misconduct on the part of such official(s) is reported by the BIDDER to the BUYER with full and verifiable facts and the same is prima facie found to be correct by the BUYER, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the BUYER and such a person shall be

debarred from further dealings related to the contract process. In such a case while an enquiry is being conducted by the BUYER the proceedings under the contract would not be stalled.

### **Commitments of BIDDERs**

**3.** The BIDDER commits itself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of its bid or during any pre-contract or post-contract stage in order to secure the contract or in furtherance to secure it and in particular commit itself to the following:-

**3.1** The BIDDER will not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the contract.

**3.2** The BIDDER further undertakes that it has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, any material or immaterial benefit or other advantage, commission, fees, brokerage or inducement to any official of the BUYER or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the contract of any other contract with the government for showing or forbearing to show favour or disfavor to any person in relation to the contract of any other contract with the Government.

**3.3** Foreign BIDDERs shall disclose the name and address of their Indian agents and representatives in India, and Indian BIDDERs shall disclose their foreign BUYERS or associates.

**3.4** BIDDERs shall disclose the payments to be made by them to their agents/brokers or any other intermediary, in connection with this bid/contract.

**3.5** The BIDDER further confirms and declares to the BUYER that the BIDDER is the original manufacturer/ integrator/authorized agent of the stores/equipment/items and has not engaged any individual or firm or company whether Indian or foreign to intercede, facilitate or in any way to recommend to the BUYER or any of its functionaries, whether officially or unofficially to the award of the contract to the BIDDER, nor has any amount been paid, promised or intended to be paid to any such individual, firm or company in respect of any such intercession, facilitation or recommendation.

**3.6** The BIDDER, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries, including officials of the BUYER or their family members, if any, in connection with the contract and the details of services agreed upon for such payments.

**3.7** The Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.

**3.8** The BIDDER will not accept any advantage in exchange for any corrupt practice, unfair means and illegal activities.

**3.9** The BIDDER/Contractor will not commit any offence under the relevant India Penal Code (IPC) /Prevention of corruption (PC) act. Further, the bidder will not use improperly, for purposes of competition or personal gain, pass on to others, any information provided by the BUYER as part of the business relationship, regarding plans, technical proposals and business details, including information contained in any electronic data carrier. The BIDDER also undertakes to exercise due and adequate care lest any such information is divulged.

**3.10** The BIDDER commits to refrain from giving any complaint directly or through any other manner without supporting it with full and verifiable facts.

**3.11** The BIDDER shall not instigate or cause to instigate any third person to commit any of the actions mentioned above.

**3.12** If the Bidder or any of the key personnel of the bidder, actively involved in the project is a relative of any of the actively involved personnel of the Buyer, the same should be disclosed.

The term 'relative' for this purpose would be as defined in section 2(77) of the Companies Act, 2013.

**3.13** The BIDDER shall not lend to or borrow any money from or enter into any monetary dealings or transactions, directly or indirectly, with any employee or the BUYER.

**3.14** The Bidder(s) /Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.

#### **4. Previous Transgression**

**4.1** The BIDDER declares that no previous transgression occurred in the last three years immediately before signing of this Integrity Pact, with any other company in any country in respect of any corrupt practices envisaged hereunder or with any Public Sector Enterprise in India or any Government Department in India that could justify; BIDDER's exclusion from the tender process.

**4.2** The BIDDER agrees that if it makes an incorrect statement on this subject, or committed a transgression through a violation of any of the clauses of the commitments of bidder, BIDDER can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

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## **5. Sanctions for Violations:**

**5.1** Any breach of the aforesaid provisions by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER) shall entitle the BUYER to take all or any one of the following actions, wherever required:-

- (i) To immediately call off the pre contract negotiations without assigning any reason or giving any compensation to the BIDDER. However, the proceedings with the other BIDDER(s) would continue.
- (ii) The Earnest Money Deposit (in pre-contract stage) and/or Security Deposit/ Performance Bond (after the contract is signed) shall stand forfeited either fully or partially, as decided by the BUYER and the BUYER shall not be required to assign any reason therefore.
- (iii) To immediately cancel the contract, if already signed, without giving any compensation to the BIDDER.
- (iv) To encash the advance bank guarantee and performance bond/warranty bond, if furnished by the BIDDER, in order to recover the payments, already made by the BUYER, along with interest.
- (v) To cancel all or any other contracts with the BIDDER. The BIDDER shall be liable to pay compensation for any loss or damage to the BUYER resulting from such cancellation/recession and the BUYER shall be entitled to deduct the amount so payable from the money(s) due to the BIDDER.
- (vi) To debar the BIDDER from participating in the future bidding processes of LIC for a minimum period of five years which may be further extended at the discretion of the BUYER.
- (vii) To recover all sums paid in violation of this Pact by BIDDER(s) to any middleman or agent or broker with a view to securing the contract.
- (viii) Forfeiture of Performance Bond in case of a decision by the BUYER to forfeit the same without assigning any reason for imposing sanction for violation of this pact.

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**5.2** The BUYER will be entitled to take all or any of the actions mentioned at para 5.1(i) to (viii) of this pact also on the Commission by the BIDDER or any one employed by it or acting on its behalf (whether with or without the knowledge of the BIDDER), of an offence as defined in chapter IX of the Indian Penal Code, 1860 or Prevention of Corruption Act, 1988 or any other statute enacted for prevention of corruption.

**5.3** The decision of the BUYER to the effect that a breach of the provisions of this pact has been committed by the BIDDER shall be final and conclusive on the BIDDER. However, the BIDDER can approach the Independent Monitor(s) appointed for the purposes this Pact.

## **6. Independent Monitors:**

**6.1** The BUYER has appointed (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission.

Name, address,email of the Monitor(s):

1. Sh.Jose T. Mathew, IFS (Retd.)  
House No.37/930, Ebrahim Pillai Lane,  
Via Kakkadan, Thrikkakara-682021  
Dt. Ernakulam, Kerala.
2. Sh.Sanjay Kumar Srivastava, IAS (Retd.)  
C-II 2475, Vasant Kunj, New Delhi-110070

**6.2** The task of the Monitors shall be to review independently and objectively, whether and to what extent the parties comply with the obligations under this Pact.

**6.3** The Monitors shall not be subject to instructions by the representatives of the parties and perform their functions neutrally and independently. It will be obligatory for him to treat the information & documents of the Bidder as confidential.

**6.4** Both the parties accept that the Monitors have the right to access all the documents relating to the project/procurement, including minutes of meetings.

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**6.5** As soon as the Monitor notices, or has reason to believe, a violation of this pact, he will so inform the **Executive Director (E&OS), LIC**.

**6.6** The BIDDER(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the BUYER including that provided by the BIDDER. The BIDDER will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor shall be under contractual obligation to treat the information and documents of the BIDDER/Subcontractor(s) with confidentiality.

The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising at a later date, the IEM shall inform Chairman, LICI and recues himself / herself from that case.

**6.7** The BUYER will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the parties. The parties will offer to the Monitor the option to participate in such meetings.

**6.8** The Monitor will submit a written report to the **Chairman, LIC** within 8 to 10 weeks from the date of reference or intimation to him by the BUYER /BIDDER and, should the occasion arise, submit proposals for correcting problematic situations.

**6.9** If the Monitor has reported to the Chairman, LIC, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Chairman LICI has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.


### **7. Facilitation of Investigation:**

In case of any allegation of violation of any provisions of this pact or payment of commission, the BUYER or its agencies shall be entitled to examine all the documents including the Books of Accounts of the BIDDER. The BIDDER shall provide necessary information and documents in English and shall extend all possible help of the purpose of such examination/inspection.

### **8. Law and Place of Jurisdiction:**

This Pact is subject to Indian Law. The place of performance and jurisdiction is the seat of the BUYER.

### **9. Other Legal Actions:**

The actions stipulated in this Integrity Pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extent law in force relating to any civil or criminal proceedings.

If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.

Changes and supplements as well as termination notices need to be made in writing.

### **10. Validity:**

**10.1** The validity of this Integrity Pact shall be from date of its signing and extend upto 12 months after the last payment under the contract. In case BIDDER is unsuccessful, this Integrity Pact shall expire after six months from the date of the signing of the contract.

**10.2** Should one or several provisions of this Pact turn out to be invalid; the remainder of this pact shall remain valid. In this case, the parties will strive to come to an agreement to their original intentions.


**11. The parties hereby sign this Integrity Pact at.....on.....**

**BUYER**

Name of the Officer:

Designation

Dept./

**BIDDER**

CEO:

**Witness**

1.....

1.....

2.....

2.....

(Note: Bidder/Seller/Service Provider  
Stores/equipment/item/service  
Bidding process/ bid evaluation/process of availing services

Appropriate word may be used where ever applicable without altering the purpose /desired intention of the clause. )



