



## Kolhapur Divisional Office

Centre Point Complex, Station Road, Kolhapur - 416 001  
Tel.No.0231-2653587,9425031367(Shri A.K. Das),9372344055

(Mrs P.C.Bhurke) E-mail: [os.kolhapur@licindia.com](mailto:os.kolhapur@licindia.com)

REF : KDO/OS/01/2026-27

6/4/2026

RE: Tender for comprehensive Annual Maintenance Contract for Note Counting Machine and Fake Note Detector Machines

For the period 1/5/2026 to 30/4/2028

We intend to enter into Comprehensive Annual Maintenance Contract for servicing /maintenance of Note/Bundle counting and Fake note detector machines for our Offices as per list attached for the period 01/05/2026 to 30/04/2028, from empaneled vendors.

| S. No. | Activity                                  | Details   |
|--------|---|---|
| 1      | Tender No.                                | Tender No. OS/01 (Tender for Annual Maintenance Contract for Note Counting Machine and Fake Note Detector Machines)   |
| 2      | EMD                                       | Rs. 3000/- (Rs. Three Thousand Only) by way of Demand Draft drawn on any Scheduled Bank payable at KOLHAPUR favoring Life Insurance Corporation of India. Not applicable to MSME / NSIC vendor with valid certificate.  |
| 3      | Security Deposit                          | 5% of contract value is to be deposited within 15 days of the date of acceptance letter.  |
| 4      | Tender Fee and Documents                  | Tender forms will be issued on payment of Rs.236/- including GST in cash/DD on cash counter (non-refundable) from OS Department, LIC OF INDIA,KOLHAPUR DIVISION OFFICE, Centre Point Complex, Station Road, Kolhapur - 416 001<br>The tender document can be downloaded from <a href="http://www.licindia.in">www.licindia.in</a> under "Tenders". Firms/Agencies/Companies having registration under NSIC/MSME will be eligible for exemption from tender fee. |
| 5      | Date of Sale of Tender Documents and Time | 06.04.2026 from 10:15 AM to 23.04.2026 up to 05:30 PM (Excluding Saturday, Sunday and Public Holidays)  |
| 6      | Contract Period                           | Contract period will be for two years and may be extended on the same rates, terms and conditions for another one year on mutual consent.   |
| 7      | Notice Period for Termination of Contract | One month if LIC intends to terminate the services. Three months if the vendor/service provider intends to terminate the contract.  |
| 8      | Validity of Bid                           | 90 days from the opening of tenders.  |
| 9      | Address for Submission of Bid             | SHRI ANAND K DAS<br>MANAGER OS,2 ND FLOOR,<br>LIC OF INDIA,KOLHAPUR DIVISION OFFICE, Centre Point Complex,<br>Station Road, Kolhapur - 416 001  |

| S. No. | Activity  | Details  |
|--------|---|--|
| 10     | Last Date And Time Submission of Bids documents | Bidders fulfilling the eligibility conditions for Tender for Annual Maintenance Contract for Note Counting Machine cum Fake Note Detector Machine should submit sealed covers superscribed as Tender No. OS/01, dated 06.04.2026, "Tender for Annual Maintenance Contract for Note Counting Machine and Fake Note Detector Machine" on or before 23.04.2026 up to 05:30 PM (last date of submission of tender).The Tenders/Quotationsreceived late or / not in properlysealedcover / notconformingtotheprescribedconditions/ notcompleted in allrespectwill be rejected and willnot be considered. |
| 11     | Bid Opening Date / Venue                        | The sealed covers will be opened by the Tender Opening Committee on 24.04.2026 at 11:30 AM. The concerned agency/firm may remain present at the time of opening of the tender at Conference Hall, 2 ND Floor, Centre Point Complex, Station Road, Kolhapur - 416 001 .   |
| 12     | Contact Details                                 | Ph. No. 0231-2653587<br>Email: : <a href="mailto:os.kolhapur@licindia.com">os.kolhapur@licindia.com</a>  |
| 13     | Official Website (URL)                          | The tender document can be downloaded from the website <a href="http://www.licindia.in">www.licindia.in</a> under "Tenders" section – "Annual Maintenance Contract for Note Counting Machine and Fake Note Detector Machine – KOLHAPUR Division".  |

In case there is any change in the schedule, the same will be displayed on our website.

(Signature of vendor with seal)

  
Sr. Divisional Manager

KOLHAPUR Division

REF : KDO/OS/01/2026-27

6/4/2026

### Annexure – A

The various terms and conditions of comprehensive AMC for note counting machine and fake note detecting machine:

- 1) It is Comprehensive Maintenance Contract for the period of two years. This can be extended up to further 1 year on mutual understanding of both the parties with same terms and conditions.
- 2) Mode of servicing is Quarterly for all offices mentioned in the list. Make of Note Counting/Fake note detector machines are either NP or Omatica or KBC or Methodex.
- 3) Quarterly service shall be attended in the 1st month of respective Quarter, preferably. There should be no overlapping of Quarterly servicing.
- 4) The vendor will be required to attend calls for any machine breakdown also in addition to regular Quarterly service without any extra/additional charges.
- 5) Breakdown calls should be attended free & immediately for DO & Local branches. The Breakdown Calls for City Branches/Offices in Kolhapur City should be attended within 24 hours and Call for Offices outside Kolhapur City should be attended within 48 hours. Penalty @5% of Quarterly charges will be charged for non attendance of breakdown calls within 3 days & 10% if not attended within 7 days. If not attended no AMC charges will be payable.
- 6) Payment will be made on quarterly basis after servicing and on submission of service report duly signed by office authorities with name and seal along with Inventory No. of note counting machine and fake note detector machine.
- 7) No advance payment will be made for entering into Comprehensive AMC.
- 8) The rates approved will be valid for a period of Two years as stated above. The Contract can be extended for one more year if mutually agreed and provided services are found to be satisfactory. Extension of contract for one year will be once only.
- 9) Servicing includes preventive and corrective maintenance of note counting machine and fake note detecting machine. Preventive maintenance includes cleaning of internal circuit board and all parts like main board, vacuum pump, motor, counter, spindle, transformer, belt etc. and all other measures necessary for proper functioning of the machine. The contract includes repairing or replacement of all machine spare parts viz. main board, vacuum pump, motor, counter, spindle, transformer, belt etc. during AMC period. You shall also arrange for all types of spare parts.
- 10) The tender in the prescribed format (Hard Copy only) to be submitted to LIC of India KOLHAPUR DO on or before the last date and time specified i.e. 23.04.2026, 05:30 pm.

11) The Corporation reserves the right to accept any tender; this does not necessarily mean that the lowest quotation will be accepted.

12) After engaging the services of the firm, if it is found that the services are not rendered to the satisfaction of the Corporation, the services may be terminated at the sole discretion of Corporation and Corporation shall have the right to engage the services of any other firm as it may deem fit. In this course, if any financial loss or damage to reputation of Corporation is caused, the firm shall be legally bound to make good the same on monetary terms to be decided by LIC. Corporation reserves the right to cancel order at any time and need not assign any reason for that action.

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

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

15) There will be a mutual agreement between the Corporation and the Vendor. Regarding any dispute arising out of acceptance of the Tender/Quotation, will be referred for "Arbitration" to the Sr.Divisional Manager, LIC Of India, Kolhapur D.O. who shall act as "Arbitrator" and his decision will be final and binding to all.

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

17) In the event of any loss or damage being caused to LIC on account of the negligence of the vendor or its Employees, the vendor shall make good the loss sustained by LIC either by replacement of the material or equipment or payment of compensation.

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

19) If the vendor commits breach of any of the terms and conditions hereof and/or fail to carry out any instructions issued to him by the LIC from time to time, it shall be open and lawful for the LIC to terminate this agreement forthwith without assigning any reason and can get the work done by any person(s) or through any other agency or vendor at the risk and cost of the vendor and the vendor shall have no right to make any representation in this regard.

20) The employees of the vendor shall never be considered to enjoy any right to enter the premises of LIC by virtue of this agreement or otherwise at any time except with the prior permission of the LIC and while entering our premises every employee must wear the I-card issued by Vendor.

21) It is clearly understood by the vendor that the persons employed by the vendor for providing services as mentioned herein, shall be the employees of the vendor and not of "The LIC". The vendor shall be liable to make payments to its said employees.

Tenderer's Signature (With Seal)

22] If vendor commits breach of any covenant or any clause of this agreement, the LIC may send a written notice to the vendor to rectify such breach within the time limit specified in such notice. In the event the vendor fails to rectify such breach within the stipulated time Corporation reserve the right to forfeit the outstanding Bills/EMD/ Security Deposit, further agreement shall forthwith stand terminated and the vendor shall be liable to the LIC for losses or damages on account of such breach.

23] This agreement may be terminated forthwith if vendor 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.

Tenderer's Signature

(With Seal)

Last Date for submission of Quotations/Tenders: 23/04/2026 till 05.30.PM



Sr. Divisional Manager

KOLHAPUR Division





## Kolhapur Divisional Office

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Annexure-C

### UNDERTAKING

We hereby confirm that we have not been blacklisted by LIC or PSU/BFSI Organization/government/Semi government/Quasi Govt. Department 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:



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Annexure-B

DECLARATION

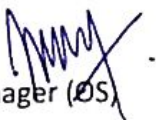
I/We \_\_\_\_\_ request Life Insurance Corporation of India, Kolhapur Divisional Office to consider our bid. We agree to abide by all the ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS and assure to render the services to the fullest satisfaction of the corporation.

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

Signature of Tenderer with Seal

Name:

Note: The Corporation reserves the right to accept or cancel tender/bids of any/of the agencies at their absolute discretion without assigning any reason thereof. Applications received with incomplete information or alteration not authenticated with proper seal and signature will not be considered.

  
Manager (OS)  
Kolhapur Division



## Kolhapur Divisional Office

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Financial Bid

Annexure D

Financial quotation for the CAMC of Annual Maintenance Contract for Note Counting Machine and Fake Note Detector machine per annum

| Type of Machine               | Total Annual Maintenance Charge (Without GST and inclusive all other charges) (Amount in figure) Per Machine | Total Annual Maintenance Charge (Without GST and inclusive all other charges) (Amount in words) Per Machine |
|-------------------------------|--|---|
| Note Counting (Bundle)Machine |  |   |
| Fake Note Detector Machine    |  |   |

**GST Rate:**

**\*Rates shall include,**

- Deploying trained workers and carrying out servicing as details in the contract.
- To provide all tools & plants required for carrying out maintenance /servicing as detailed in the contract.
- Cost of replacement of spare parts as required to keep the Note counting cum Fake Note Detection Machines operational.

Sign: \_\_\_\_\_

(With Seal of Firm/Company)

Name & Designation: \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

REF: KDO/OS /01/2026-27

Annexure E

**PARTICULARS OF ALL CASH/BUNDLE COUNTING MACHINES AND FAKE NOTE DETECTORS/NOTE AUTHENTICATION MACHINES TO BE SERVICED AS UNDER :-**

| <b>SN</b> | <b>Branch</b>       | <b>Bundle machines</b> | <b>Fake Note Detector</b> |
|-----------|---------------------|------------------------|---------------------------|
| <u>1</u>  | 947-Kolhapur-I      | 0                      | 1                         |
| <u>2</u>  | 949-Kolhapur-II     | 1                      | 2                         |
| <u>3</u>  | 9252-CAB-Kolhapur   | 1                      | 0                         |
| <u>4</u>  | 89N-Ichalkaranji-II | 0                      | 1                         |
| <u>5</u>  | 89P-Warnanagar      | 0                      | 1                         |
| <u>6</u>  | Malkapur SO         | 1                      | 0                         |
| <u>7</u>  | 94A-Ichalkaranji-I  | 0                      | 1                         |
| <u>8</u>  | Pethvadgaon SO      | 0                      | 1                         |
| <u>9</u>  | 94F-Gadhinglaj      | 0                      | 1                         |
| <u>10</u> | Ajara SO            | 1                      | 0                         |
| <u>11</u> | 9251-Murgud         | 1                      | 0                         |
| <u>12</u> | Gargoti SO          | 1                      | 1                         |
| <u>13</u> | Kagal SO            | 1                      | 1                         |
| <u>14</u> | 948-Ratnagiri       | 0                      | 1                         |
| <u>15</u> | 94D-Chiplun         | 0                      | 1                         |
| <u>16</u> | 94P-Dapoli          | 0                      | 1                         |
| <u>17</u> | Khed SO             | 0                      | 1                         |
| <u>18</u> | 94R-Rajapur         | 1                      | 0                         |
| <u>19</u> | 94E-Kudal           | 0                      | 1                         |
| <u>20</u> | Sawantwadi SO       | 0                      | 1                         |
| <u>21</u> | Oros SO             | 1                      | 1                         |
| <u>22</u> | 94Q-Kankavali       | 1                      | 0                         |
|           |                     | <b>10</b>              | <b>17</b>                 |

\*Corporation reserves to increase or decrease the servicing locations/items at any time during the contract period. Successful bidder is bound to accept the orders accordingly.

\*one New machines is given to branches 94L,9251,949,947 In 12/2025 which are in warranty period.

  
 Manager OS  
 Kolhapur Division