

मंडल कार्यालय, विक्रय विभाग, जीवन प्रकाश, प्रथम तल, टागोर मार्ग, राजकोट - 360001
Divisional Office, Sales Department, Jeevan Prakash, 1st Floor, Tagore Marg, Rajkot -360001

NOTICE

Applications are invited from the vendors / firms (Including existing empanelled vendors under the Rajkot Divisional Office) for the empanelment for various jobs as mentioned below for **DIVISIONAL OFFICE, RAJKOT** and its 20 Branches and 8 SOs situated in 8 Districts of Saurashtra and Kutch on or before **30.06.2026 (03.:00 PM)**.

CATEGORY OF VENDOR / FIRM FOR SUPPLY OF :

(A) PURCHASE OF GIFT ARTICLES :

- (1) All type of Household Articles (Kitchen Ware)
- (2) All type of Plastic Home Ware Products
- (3) All type of Seasonal Products
- (4) All type of Festival related Products
- (5) Trophy, Corporate Gift Items
- (6) Any other articles like Medals, Badges for felicitation
- (7) Electric/Electronics Items
- (8) Ceramic Items
- (9) All type of cloth material
- (10) Misc. Items that can be given as gift

(B) LIC PRODUCTS' ADVERTISEMENT :

- (1) Hoardings on Rent (Lit / Non Lit)
- (2) Pole Kiosks (Lit / Non Lit)
- (3) Wall Paintings
- (4) Advertisement on Buses/Train.
- (5) Traffic Barricades / Tree Guards etc.
- (6) Mobile publicity (Auto Rickshaw/Van/Cycle rickshaw)
- (7) Other Services / Products related to LIC advertisement.

(C) PRINTING OF FLEX / BANNER :

- (1) Flex / Vinyl Printing and Signage/wrap-up/LED Board

(D) Printing of Pamphlets, Leaflets, Dangers, Flyers, Badges and other Printing and stationery materials in various GSM, Sizes, Colors etc.

The vendors / firms desirous to be empanelled with us for above said jobs and fulfilling Terms & conditions as per Annexure "A" enclosed, may apply for empanelment of **DIVISIONAL OFFICE, RAJKOT** for jobs undertaken at Division office Rajkot for above category.

The prescribed application form along with the enclosures (i.e. necessary certificates in evidence for the facts mentioned in the application form) in sealed envelope are to be sent at the following address so as to reach us on or before **30.06.2026 (03:00 PM)**

Life Insurance Corporation Of India
Sales Department, First Floor
"JEEVAN PRAKASH" Building,
Tagore Marg, RAJKOT - 360 001.


Sr. Divisional Manager

NOTE :

1. Vendors/Suppliers who are on our existing panel should also apply for fresh empanelment.
2. Vendors/Suppliers have been blacklisted/removed earlier by any office of Life Insurance Corporation of India, should not apply. Such applications will not be considered.
3. The Application should clearly mention the category number for which the empanelment is desired.
4. The Sr.Divisional Manager, Rajkot reserves the right to include / exclude / cancel the name of the Vendors / Suppliers from its approved list at its absolute discretion without assigning any reason.

The Supplier/Vendor/Service Provider may download the application form for empanelment which is available on our website www.licindia.in and enclose a demand draft payable at Rajkot for Rs.118/- in favor of LIC OF INDIA as empanelment fee along with the application form.

The empanelment fee can also be paid in cash at cash counter of Rajkot Divisional Office between 10.15AM to 4.30PM during working days.

The application is to be enclosed in an envelope and should be super scribed:
"APPLICATION FORM FOR EMPANELMENT FOR CATEGORY: _____ (A/B/C/D)

Handwritten signatures and initials in black ink, including a checkmark, a signature, and a date '20/11'.