


LIFE INSURANCE CORPORATION OF INDIA

 OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

“JEEVAN DEEP”, EXHIBITION ROAD , PATNA –800001

ENGG@LICINDIA.COM

BID – I

PRE-QUALIFICATION BID

System Tender No: LIC/ECZO/Engg/26-27/16DTD 02.07.2026

(DUE DATE OF SUBMISSION OF TENDER 22.07.2027)

NAME OF WORK: E-Tender for Design, Supply, Installation, Testing and Commissioning of roof top on grid solar power plants of total 225 KwpCapacity at 09 different BO Locations (25 kwpat each BO Location) in Bihar and Jharkhand State.

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1.PRE-QUALIFICATION NOTICE

NAME OF WORK: E-Tender for Design, Supply, Installation, Testing and Commissioning of roof top on grid solar power plants of total 225 Kwp Capacity at 09 different BO Locations (25 kwpat each BO Location) in Bihar and Jharkhand State.

Life Insurance corporation of India intends to invite Item Rate e-Tenders in THREE BID Tendering Systems for Proposed SITC of 225 Kwp Grid Connecting Roof Top Solar Power Plants without Battery backup at LIC's different Branch Office Buildings at 09 BOs (25 kwp Each BO) in Bihar and Jharkhand state at various Locations.

Site & capacity of proposes Solar Power Plant (25 Kwp at Each Location):-

SI No	Name of B.O	Under the D.O	SI No	Name of B.O	Name of D.O
1	AurnagabadB.O	Patna D.O-1	6	Munger B.O	Bhagalpur
2	SasaramB.O	Patna D.O-2	7	ForbesganjB.O	Bhagalpur
3	Chapra B.O-1	Patna D.O-2	8	Ranchi B.O-2	Jamshedpur
4	Muzaffarpur B.O-2	Muzaffarpur	9	GumlaB.O	Jamshedpur
5	RaxulB.O	Muzaffarpur			

The proposed work involves Designing, Supplying, Erection, Installation and Testing & Commissioning of Solar Power Plants of different capacities at different locations including location wise Net Metering and Free Comprehensive Maintenance during DLP of 5 Years.

The Bid Documents shall be downloaded from e-Tendering system portal:

<http://www.tenderwizard.com/LIC>

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The Eligibility Criteria for pre-qualification and provisional selection for opening of Price Bid are as detailed below :-

Sl. No.	Description	Requisite Value for pre-qualification
1	Approx. Estimated cost of Work :	Rs. 103.50 Lac
2	Completion period in month :	180 Days
3	Minimum bank solvency or Net worth Certificate (any one to be submitted)	
3a	*Solvency Certificate: Bank solvency not more than one year old from the last date of submission of bid. The solvency certificate to be obtained from scheduled commercial (i.e. Indian or Foreign Bank included Second Schedule of Reserve Bank of India Act 1934 excluding cooperative Banks or Regional Banks or Regional Rural Banks). (Sample form for Solvency Certificate is attached)	Rs. 41.40Lac
3b	Net worth Certificate of minimum value: Note -The requisite Net worth shall be duly certified by a Chartered Accountant with his Seal/ signatures and registration number. (Sample form for Net worth Certificate is attached).	Rs. 10.35 Lac
4	Minimum Annual average Turnover -Average Annual Turnover to be finalized by considering average of any three financial years having maximum turnover among the last five financial years ending 31st March of previous financial year i.e. FY 2025-2026(scanned copy of the certificates from Chartered account to be uploaded)	51.75 Lac


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Sl. No.	Description	Requisite Value for pre-qualification
5	Qualifying value of work- having successfully completed “similar works” during the last 7 (seven) years ending Last day of month previous to the one in which applications are invited (Work in progress shall not be considered in respect of value of work done):	
A	Three similar** completed works of SITC of Solar Power Plants, each not less than the Capacity:	90.00Kwp(Single order of 90 kwp for multiple locations having 25 kwp minimum capacity plant at each location is acceptable)
	OR	
B	Two similar** completed works of SITC of Solar Power Plants , each not less than the Capacity :	115.00KWp(Single order of 115 KWp for multiple locations having 25 Kwp minimum capacity plant at each location is acceptable)
	OR	
C	One similar** completed works of SITC of Solar Power Plants , each not less than the Capacity :	180.00 KWp(Single order of 180kwp for multiple locations having 25 kwp minimum capacity plant at each location is acceptable)



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NOTES:

1. For qualifying works executed by bidder in private sector, bidder should submit the details of payment received duly certified by Chartered Accountant i.e. Copy of paid final bill, Form 26AS and Form 16A of relevant period for verification of amount of work done.
2. The amount of annual turnover as given in pre-qualification criteria shall be only for Solar works duly certified by Chartered Accountant.
3. Even though any tenderer may satisfy the above requirements, tenderer would be liable to disqualification if tenderer has made misleading or false representation or deliberately suppressed the information in the forms, statements and enclosures required in the eligibility criteria documents etc.
4. **The Bidder as a Joint Venture is not Eligible for Participation in Bidding.**
- 5) Even though the bidder has executed work of Qualifying amount/s, bidder will not be pre-qualified if there is **unjustified delay in completion of the work by more than 25% period of total permissible time period.** (Permissible time period means Schedule Time Limit + justified extended time period allowed without imposing Liquidated Damages/Penalty). The Pro-forma in which the bidder should obtain the **performance certificate from the employer** for the executed works is enclosed as **Annexure- "X"**
- 6) **Solvency Certificate** should not be more than one year old from the last date of submission of bid.
- 7) **Only contractors who have carried out similar nature of Works i.e. SITC of roof top grid connected SPV plants and fulfilling above criteria shall participate in the e-tendering process.**
- 8) The Tender Documents consist of

8.1) BID-1 (PRE QUALIFICATION BID) ALONG WITH (EMD and TENDER FEE).

8.2) BID- II(CONDITION OF CONTRACT AND TECHNICAL SPECIFICATIONS)

8.3) BID-III (FINANCIAL/PRICE BID)



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9) **Contractor has to submit the Tender as under:**

9.1) **BID--I:**

9.1.1) **Prequalification Bid (Enrolment form with Annexure).**:-The bidders shall upload the filled in and signed scanned copy of the enrolment form on e-Tender Portal along with scanned copies of self-attested / certified documents by giving identification of certifying authority of all the supporting documents / attachments/Completion Certificates/ statement of Accounts duly certified by Chartered Accountant with Registration No etc.. All documents to be uploaded shall be self-attested by the authorized person of bidder with an undertaking that full responsibility is taken by him/her on behalf of the bidder for veracity of submitted documents.

9.1.2) **Earnest Money Deposit (EMD) & Tender Document Fee:-** The bidder should submit hard copy of the **Demand Draft/Pay Order/Bank Guarantee/ Copy of the UTR/NEFT** for Earnest Money Deposit & Tender Fee in separate sealed envelopes to the following office as mentioned below or send by post.

Address to be sent:-

OFFICE OF THE CHIEF ENGINEER

LIC of India, East Central Zonal Office, Engineering Deptt.

(4th FLOOR) Jeevan Deep Building,

Exhibition Road, Patna-800001

9.2) BID-II-TENDER DOCUMENT(CONDITIONS OF CONTRACT AND TECHNICAL SPECIFICATIONS) :-*The bidders shall download the Tender Document, read it carefully, digitally sign and upload on the e-tender portal before quoting the Item wise rates in BID III (PRICE BID).*

9.3) BID-III :- (FINANCIAL BID/PRICE BID) :- The Item wise rates in figure & words shall be quoted in the Price Bid template and shall be uploaded on E-tender Portal after signing the same electronically with a Digital Signature Certificate (DSC). No other document, conditions shall be uploaded along with documents of PRICE BID.

Please note that all bids are to be submitted online only. Only Bank Guarantee/ Demand Draft / Pay Order /Copy of the UTR/NEFT towards Earnest Money Deposit shall be submitted physically on or before the last date & time as mentioned in key dates for submission of these instruments.



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9.4) Tender document Fee:- of Rs. 1000/- +@ 18% GST = Rs.1180.00 (non-refundable) in the form of Demand Draft/Pay order/ Banker's Cheque/RTGS/NEFT in favour of "**Life Insurance Corporation of India**" payable at "Patna".

9.5) Earnest Money Deposit(EMD) :- Total of Rs.2,07,000.00 can be deposited in the following ways:-

9.5.1) EMD amounting to Rs.2,07,000.00 in the form of Demand Draft/Pay Order/Banker's Cheque/RTGS/NEFT in favour of "**Life Insurance Corporation of India**" payable at "**Patna**".

OR

9.5.2) 50% EMD amount of Rs.1,03,500.00 in the form of Bank Guarantee (as per enclosed proforma) of any Nationalised/Scheduled Bank and another **50% EMD amount of Rs.1,03,500.00** in the form of Demand Draft/Pay Order/Banker's Cheque/RTGS/NEFT drawn in favour of "**Life Insurance Corporation of India**" payable at "**Patna**".

OR

9.5.3) EMD amounting to Rs.2,07,000.00 in the form of BG as per the enclosed format .The Bank guarantee shall be from any Nationalised /Scheduled Bank preferably at **Patna** .

9.6) The EMD and tender fee can also be deposited through for NEFT and RTGS mode on the following LIC bank account directly as mentioned below:-

Name of Bank:	: AXIS BANK LTD.
Branch	: Main Branch, Patna
Account No.	: 142010200012704
IFSC No.	: UTIB0000142
Account Type	: Current

9.7) The contractors will be selected only after satisfactory verification of the genuineness of the Bank Solvency/Net Worth Certificate and submitted documents as the proof of Credentials. Any contractor applied and fulfilling the selection criteria may not be considered for enlistment if unsatisfactory



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performance report/s is/are received for the completed projects from their previous employer/s.

9.8) The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.

9.9) **The bides received without tender fee and EMD in any mode will be considered non bonafide and will not be taken into consideration.**

9.10) **Please note that if submitted documents filed by the Tenderer are found false/forged or fabricated during verification process and / or after opening of financial bid, then not only Earnest Money Deposit will be forfeited in totality but also the bidder will be debarred from LIC of India from participating of tendering for a period of 3 (three) years and such information will also be shared with other Organizations.**

9.11) **The agencies can attend pre-bid discussion at our office at CE office at Patna on 14.07.2026 at 11.00 hrs.**

The Chief Engineer reserve the right not to open the price bid of bidder of any/all the Applicants at his sole discretion without assigning any reason whatsoever

Chief Engineer


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2. System Tender No: LIC/ECZO/Engg/2026-27/16 (TENDER PROGRAM)

1. Online bids are hereby invited for the works mentioned below through online e-Tendering System portal <http://www.tenderwizard.com/LIC> from the intended contractors

Sr. No	Name of Work	Estimated Cost	Earnest Money Deposit (EMD)	Tender Document Fee
1.	E-TENDER for Design, Supply, Installation, Testing and Commissioning of roof top on grid solar power plant of total 225 Kwpat 09 nos. different BO locations (25 kwpat each BO location) in Bihar and Jharkhand State	Rs.1,03,50,000.00	Rs.2,07,000.00	Rs 1,000/- +@ 18% GST i.e. Rs.180 = Rs. 1180.00 (non-refundable)

2. Possession of Digital Signature Certificate (DSC) and registration of the contractors on the portal i.e. <http://www.tenderwizard.com/LIC> is a prerequisite for e-Tendering.

3. Last Dates of various activities by bidder: As per Key dates

For Registration and for further details on e-tendering, please visit website above mentioned portal (website) or below mentioned Helpdesk details.

Office Address :

Antares Systems Limited.

E-Tender helpdesk
#24, Sudha Complex,
03rd Stage, 04th Block,
Basaveshwaranagara,
Bangalore - 560079,

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Help Desk Contact Details:

Tel: 080-40482000/121/133/140

Mobile: 9686115304/9686115323

E-mail: lokesh.hr@antaressystems.comraghuprashanth@antaressystems.com**KEY DATE:-**

Sr. No.	Department Stage	ContractorStage	StartDateand Time	ExpiryDate
1	Release of Tender		02.07.2026(17:30 hrs.)	
2		Downloading of Tender Document	02.07.2026 (17:31 hrs.)	22.07.2026(23.59 hrs)
3		Pre Bid Discussion	14.07.2026 (11:00 hrs.)	
5		Online submission of tender documents	02.07.2026 (17:31 hrs.)	22.07.2026 (23:59hrs)
		Online payment for EMD & Tender documents fees	02.07.2026 (17:31 hrs.)	22.07.2026 (23:59hrs)
6		Manual submission of EMD and Tender Cost	02.07.2026 (17:31 hrs.)	23.07.2026 (13:00hrs)
7		Online Opening of BID I (EMD& Tender Fees)	23.07.2026 (15:30hrs)	
		Online Opening of BID II (Technical Bid)	23.07.2026 (15:30hrs)	

NOTE: The date of opening of BID- III (Financial BID) shall be intimated at a later date to BIDDERS who have fulfill the selection criteria. Those who have qualified and those who have disqualified will be intimated separately to the respective bidders by their submitted e mail only.



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3. INSTRUCTIONS IN REGARD TO SUBMISSION OF TENDERS

NOTE: Tenderer should note that non-compliance of the following instructions will render the tender liable for rejection.

- 1) The bidders will submit tender fee and EMD fee(If it is in DD/BG) in separate sealed envelope as per the address given below and as per the key dates . The BID-II (Tender Document) & Bid –III(price BID) has to be submitted in only online mode. NO hard copy of the price bid will be accepted and need not be submitted by the bidder.

OFFICE OF THE CHIEF ENGINEER

LIC of India, ZonalOffice,

Engineering Deptt. (4th FLOOR)

JeevanPrakash Building,

Exhibition Road, Patna—800001.

- 2) Last date for receipt of EMD & Tender documents fees is as per Key Dates.
- 3) Tenderer should ensure that the tender is received before the due date and time specified in the Key Dates of online tender.
- 4) Tenderer should fill in all the relevant information in prescribed templates/forms and put his Digital signature on the relevant places as required in the e-tendering System.
- 5) No liability whatsoever will be admitted nor claim allowed in respect of errors in the submitted tender due to missing / duplicate uploaded documents.
- 6) The tender shall be accompanied by a certified true copy of Power of Attorney in favour of the signatory to the tender documents. If the tender is submitted on behalf of a firm, it must be signed either by all partners or person holding a valid power of attorney from all partners constituting the firm. The person signing the tender on behalf of another partner(s) or on behalf of a firm on Company shall attach with the Tender a proper Power of Attorney duly executed in his favour by such other person(s) or by all the partners in accordance with the Constitution of the Company / Articles of Association, stating that he has the authority to sign on behalf of such other person(s) of the firm or the Company as the case may be, in all matters pertaining to the contract including the Arbitration Clause. The tenderers can submit the scan copy of the same on the online portal.



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- 7) Bidders are warned that Cash, or encashable Cheque, or Insurance Guarantee, or Fixed Deposit receipt in lieu of the aforementioned form of Earnest Money remittance will not be accepted.
 - 8) Tenders containing errors are liable to be considered non-bonafide at the discretion of the Chief Engineer.
 - 9) Tenderer should note that tender should remain open for consideration for a minimum period of **THREE MONTHS** from the date fixed for the receipt of tenders.

The Life Insurance Corporation of India reserves the right to accept any tender or to accept tenders in part or to reject any or all tenders without assigning reasons thereof.

Chief Engineer


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4. INFORMATION & INSTRUCTIONS TO THE BIDDERS FOR USING ONLINE ELECTRONIC TENDERING SYSTEM (eTS)

Special Conditions & instructions for using online Electronic Tendering System (eTS) through portal (website) <http://www.tenderwizard.com/LIC> & CPP PORTAL adopted by Life Insurance Corporation of India (LIC), East Central Zonal Office, Patna as given in the subsequent pages will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

- **Registration of the Contractors/Bidders:** All the Contractors intending to participate in the tenders floated online using Electronic Tendering System (ETS) are required to get registered on the e-Tender Portal (website) <http://www.tenderwizard.com/LIC> & **CPP PORTAL**

After successful Registration on above mentioned portal ,contractor will get a User ID and Password to access the website.

- **Viewing of Online Tenders:** The contractors/bidders can view tenders floated on online Electronic Tendering System (ETS) hereinafter referred as "e-Tendering System" through portal (website) at <http://www.tenderwizard.com/LIC> & **CPP PORTAL** They can view the details like Tender Notice, Terms and Conditions, drawing (if any) and any other information. To download through they need to login on to the above portal and can download the tender documents of an e-Tender.
- **Obtaining a Digital Certificate and its Usage:** On e-Tendering System the bids should be Encrypted and Signed electronically with a Digital Signature Certificate (DSC) to establish the identity of the bidder on online Portal. The Digital Signature Certificates (DSCs) are issued by an approved Certifying Authority, by the Controller of Certifying Authorities (CCA India), Government of India.
- The contractors may obtain Class III digital certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities on the portal <http://cca.gov.in>. or may obtain information and application format and documents required for issue of digital certificate from our Service Provider for Electronic Tendering System (ETS):

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M/S Antares Systems Limited.**E-Tender helpdesk**

#24, Sudha Complex,
03rd Stage, 04th Block,
Basaveshwaranagara,
Bangalore - 560079,

Help Desk Contact Details:

Tel: 080-40482000/121/133/140

Mobile: 9686115304/9686115323

E-mail: lokesh.hr@antaressystems.comraghuprashanth@antaressystems.com

- The Bid (Online Offer) for a particular e-Tender may be submitted only using the Digital Signature Certificate (DSC), In case, during the process of a particular e-Tender, the user loses his Digital Certificate (i.e. due to virus attack, hardware problem, operating system problem), he may not be able to submit the bid online. Hence, the users are advised to keep their Digital Signature Certificates in safe custody.
- The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- Bidders participating in e-tendering shall check his/her validity of Digital Signature Certificate before bidding in the specific work floated online at the e-Tendering Portal (website) through <http://www.tenderwizard.com/LIC>.
- **Submission of Earnest Money Deposit:**
 - Earnest Money accompanying the tender will be accepted only in the form of Demand Draft/Pay Order/Banker's Cheque/Bank Guarantee/RTGS/NEFT of any Nationalized Bank/Approved Scheduled Bank drawn in favour of **"LIFE INSURANCE CORPORATION OF INDIA"** payable at "Patna". Any tender, which is not accompanied by Earnest Money Deposit, shall be summarily rejected. No interest will be paid for the period during which the earnest money lies in deposit with the LIC of India.
 - Refund of Earnest Money Deposit to the unsuccessful bidders will be made through RTGS/NEFT.



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- A scanned copy of Earnest Money Deposit in appropriate format as mentioned above should be uploaded mandatorily while Bid Preparation stage (as per the Key Dates mentioned in e-Tender and Tender document) and **original Demand Draft/Pay Order/Banker's Cheque/Bank Guaranteeshould be submitted to the office of Chief Engineer, Life Insurance Corporation of India, East Central Zonal Office, Engineering Department (4th Floor), Jeevan Deep Building, Exhibition Road, Patna-800001 in the sealed envelope (BID II) on or before the due date mentioned in Key Dates of e-Tender, otherwise your BID-I will not be opened if the tenderers avail the option in form of DD/BG. Tenderers shall also avail the option to pay online as EMD/Tender Fees through RTGS/NEFT in LIC of India account as mentioned above (need not required to physical submission of UTR no. etc.)**
- **Submission of Tender Document Fees:**
 - The Contractors have to submit a Demand Draft/Pay Order/Banker's Cheque/RTGS/NEFT of requisite amount as mentioned in the particular e-Tender against the Tender Document fees of any of the Nationalized/Scheduled Banks drawn in the favour of the “**Life Insurance Corporation of India**” payable at “**Patna**” only, and not in the favour of any other Authority or Location.
 - The scanned copy of the Demand Draft/Pay Order/Banker's Cheque/UTR no for NEFT or RTGS against Tender Document Fees should be uploaded mandatory during Tender Submission stage (as per the due date mentioned in Key Dates of e-Tender) and original Demand Draft/Pay Order/Banker's Cheque should be submitted to **the office of Chief Engineer, Life Insurance Corporation of India, East Central Zonal Office, Engineering Department (4th Floor), Jeevandeep Building, Exhibition Road, Patna-800001 in the sealed envelope on or before the due date mentioned in Key Dates of respective e-Tender, otherwise your Tender will not be opened.**
- If the tenders are cancelled or recalled on any grounds, the tender document fees will not be refunded to the agency.
- The Eligible Bidders can download the Tender Document online from above e-Tendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the e-Tender floated.



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- **Tender Download:**

- The Eligible Bidders can download the Tender Document online from above e-Tendering Portal <http://www.tenderwizard.com/LIC> before the Tender closing date & time mentioned in the e-Tender floated.

- **Online Submission of Bid :**

- The bidders are required to prepare their bids on online eTendering Portal as mentioned above. During bid preparation the bidders have to send their Public Key of DSC hence they are advised to procure DSCs at earliest to participate in the e-Tender. They are required to upload the scan copies of Demand Draft for Tender Document Fees and Earnest Money Deposit. Also bidders are required scan and upload any other documents related to their credentials and submit wherever asked online. The bidders have to prepare their commercial bid online during in this stage only and seal (Encrypt) and digital sign the online bid with their Digital Signature Certificates. The Bidders should take note of any corrigendum being issued on the web portal on a regular basis. They should view and note down or take a printout the Bid Hash submitted and ensure that it matches during "Re-Encryption of Bids" stage. The bidders will not be able to change their technical details and offer (rates) after expiry of due date and time on online portal.

- **Generation of Super Hash:**

- After the time of submission of Bid Seal (Hash) by the Contractors/Bidders has lapsed, the bid round will be closed and a "Digitally signed tender Super-Hash" will be generated by concerned LIC Department official. This is equivalent to sealing the tender box.

- **Re-Encryption of Bids:**

- Once the Generation of Super Hash stage is completed the Contractors/bidders have to decrypt their bids as they are in encrypted mode by their DSC and re-encrypt with Department user's Public Key which will be included in the eTender. During this process they need use their DSC for decryption of Bids and signing of Bid Hash once again for security. The electronic bids of only those Contractors/bidders who have submitted their bid seals (hashes) within the



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stipulated time, as per the tender time schedule (Key Dates), will be accepted by the system. A Contractor who does not submit his bid seal (hash) within the stipulated time will not be allowed to submit his bid (Re-Encryption). This stage could be considered as transfer of control to LIC Department user.

- **Opening of Tender (Electronic offers):**
- EMD Bid & Pre-qualification Bid shall be opened on key dates.
- The date of opening of Price/Financial Bid shall be intimated to the eligible Bidders.


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5. TENDER EVALUATION PROCEDURE -Process for Selection of Bidders :-

The BID-I & BID-II will be opened on date & time mentioned in Key dates of activities after the verification of Tender Fees + GST on Tender Fees and EMD . The extended date for opening of these bids, if any, will be uploaded on e-tender website only.

After opening of BID-I & BID II, all the documents submitted by the bidders will be processed for verification to the respective authorities and inspection of works shall also be initiated.

However, the selection of bidders shall be done, provisionally, based on the documents submitted by the bidders and based on the prequalification criteria mentioned in the bid documents & verification of documents submitted by the bidders. Financial bids of provisionally selected bidders shall be opened later on for which intimation shall be published on e-tender website only.

All documents submitted by the bidders along with their pre-qualification application shall be verified. The process for award of work to lowest bidder shall be done only after satisfactory verification of submitted documents, receipt of satisfactory confidential reports from past employers and receipt of satisfactory inspection reports submitted by LIC Engineers for the work executed by lowest bidder.

In case the documents submitted by lowest bidder are found false/ forged/ fabricated in part or full during verification process and / or after opening of price bid not only earnest money deposit will be forfeited in totality but also, they will be debarred from LIC of India from participating for period of three years and such information will also be shared with other Organizations.

In case of non-satisfactory confidential report/s from past employer for the work executed and / or unsatisfactory inspection report/s of the work/s executed or work/s in progress by lowest bidders by LIC Engineers is/ are received, the lowest bid is liable to be cancelled. In this case the EMD submitted by the lowest bidder shall be refunded.

The credentials of works executed under Joint-Ventures system and applications from Joint Venture agencies shall not be accepted.

The Chief Engineer/Dy. Chief Engineer reserve the right not to open financial bid of any or all the bidders at his sole discretion without assigning any reason whatsoever.

The tender processing fees and GST on Tender Fees are non-refundable and will not be refunded in any case.

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

"JEEVAN DEEP", EXHIBITION ROAD , PATNA -800001

ENGG@LICINDIA.COM

6. INSTRUCTIONS FOR FILLING AND SUBMISSION OF PRE-QUALIFICATION BID

The Enrolment Form along with the Annexure A1, A2 and B to G shall be completely filled in all respect along with these instructions for filling and uploading of Enrolment Form.

1. Contractors to note that all particulars required as per the form and Annexures shall be filled in completely in relevant strictly as per the format.
2. The forms not submitted strictly as per the above instructions within stipulated period are liable to be rejected,
3. The Pre-qualifying Bid of the eligible agencies, which fulfill the selection criteria, shall be evaluated. Please note that no enquiries or correspondence regarding the selection for issue of tenders shall be entertained.
4. Latest Solvency Certificate from any Nationalized/Scheduled Bank of an amount as mentioned in the pre-qualification tender notice should be uploaded submitted along with **BID - I**.
5. The Contractors are advised to follow the instructions given below :
 - (a) Enrolment Form shall be filled online in the e-tendering portal in capital letters or and typed.
 - (b) Full address of the site of work, owner or authority under whom the works have been carried out should be given (Please refer Annexure D & E).
 - (c) The Tenderer should ensure to submit the satisfactory Completion Certificate giving the value of work, year of completion and it should also tally with the value of final bill in Annexure D.
 - (d) The annual turnover should be based on latest Income Tax Clearance Certificate duly cleared by Income Tax Department or audited balance sheet, copy of which should be enclosed.
 - (e) Copy of Agreement in case of works carried out for private agencies should be enclosed.



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6. All the documents uploaded are to be self attested by the authorized signatory.
7. Please note that the submission of Pre-qualification BID does not confer any right to claim for selection for further tendering process.
8. Chief Engineer reserves the right to reject the Prequalification BID of the applicant without assigning any reason whatsoever.

Encl: Enrolment Form with Annexure A1, A2 and B to G

CHIEF ENGINEER

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

"JEEVAN DEEP", EXHIBITION ROAD , PATNA -800001

ENGG@LICINDIA.COM

7.FORM FOR ENROLMENT OF CONTRACTORS- P1

Please note that all documents required to be submitted along with filled in Enrolment form are to be self-attested by the authorized person of the applicant with an undertaking that full responsibility is taken by him/her on behalf the applicant for veracity of submitted documents.

I / We _____ am / are desirous of carrying out the above mentioned work and hereby apply for the **Design, Supply, Installation, Testing and Commissioning of roof top on grid solar power plant at 09BOs (25 kwp Each BO) in Bihar and Jharkhand state at various Locations.** I/We give the following details for your consideration:

Sl.No	QUERY			ANSWER
1	Name of the firm		:	
2	Address:			
3	Local Address:			
4	PAN No			
	Goods & Service Tax (GST) No.			
5	Contact Details	Office Phone No.		
		Residence Phone No.		
		Mobile No.		
		Fax No.		
		Email		

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

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6	Telegraphic Address, if any		
7	Month and year in which the firm was established in present name		
8	Particulars of old firm (if present firm is new) if main partners of the present firm were working as SITC of Solar Power Plant contractors, in some other name in the past (The partnership deed of old firm be enclosed).		
9	Particulars of sister construction firms, if any		
10	i) What is the constitution of firm viz. Sole Proprietor, Partnership, Pvt. Ltd., Public Ltd., etc.		
	ii) Enclose copy of partnership deed, Articles of Association or Affidavit in case of sole proprietorship as per Annexure A-1.		
	iii) Fill-in enclosed Annexure A-2.		
11	Fill and enclose Annexure B giving details of enrolment with LIC of India in the past and with other organizations.		
12	Has the applicant or his partners or Directors been black listed in the past by any Central or State Govt. Deptt. / Organization.		


LIC
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13.1	Annual Turn Over for last Five years (enclose documentary evidence or proof to support figures duly certified by Chartered Accountant with membership no.). The annual financial turnover shall be derived by considering average of any three financial years having maximum turnover among the last five financial years ending 31 st march of previous financial years.(scanned copy of the certificates from chartered account to be submitted).In case final audit statement are not available for last year ,then provisional account statement can be submitted duly certified by chartered account)		YEAR	Rs. in Lakh
			2021-22	
			2022-23	
			2023-24	
			2024-25	
			2025-26	
14	ii) What evidence of proof is enclosed to support the amounts of yearly turnover			
14	i) Name and complete postal address of bankers			
	ii) NEFT and Bank Account Details (Photocopy of cancelled cheque should be attach):		Name of Bank:	
			Account No:	
			IFSC Code:	

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	iii) Enclose solvency certificate indicating amount. (The certificate should not be more than one yearold). Please provide following details about solvency certificate a) Complete address if the Bank who has issued solvency certificate: b) Telephone No. of the Bank connecting Branch Head: c) E-mail ID of the Bank:		
	iv) Bank Guarantee limit with Various banks.	i) Rs.....Lac with..... ii) Rs.....Lac with..... iii) Rs.....Lac with Total : Rs.....Lac	
	v) Net worth certificate		
15	i) Enclose list of immovable properties with complete postal addresses, full description & reasonable market value of property duly supported by certificate of D.M./Collector/First Class Magistrate/ approved valuer.		
	ii) Whose supporting certificate is enclosed	Rs. _____ of _____ Date _____	



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16	i) Particulars of movable properties along with Banker's reference		
	Value of tools & plants		Rs.
	Other Assets		Rs.
	Total		Rs.
	ii) Whose reference is enclosed?		
17	Fill in and enclose list of tools as per Annexure-C enclosed.		
18	Fill in & enclose Annexure-D giving full particulars about Solar works completed during past seven years.NOTE: List of only those works which are carried out by firm requesting for enrolment is to be given. Work completion certificate for qualified projects must be submitted with address &contact numbers of issuing authority.		
19	Work in Progress:		
	i) Whether full details of solar of work on hand given in Annexure-‘E’ Note: The details must be self attested.		
	ii) Are copies of work orders for such large works enclosed		



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20	Whether full information regarding permanent technical staff employed given in Annexure 'F'		
21	Upload the copies of the Certificate of Electrical Inspector for the executed Solar Power Plant.		
22	i) How do you normally carry out the works of electrical installations		
	ii) Who is the license holder and what his experience of this work is.		
23	i) How do you normally get work of Electrical installations carried out		
	ii) Who is the license holder & what is his experience		
24	Upload Bidding Capacity details as per prequalification notice. For “A” submit Chattered Accountant certificate (The certificate shall mention the registration number chartered accountant). The details of “B” shall be notarized.		
25	Any other information the applicant might like to give		



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DECLARATION

I/We agree to notify the officer accepting this application and registering my/our names on list of contractors of Life Insurance Corporation of India, of any changes in the foregoing particulars as and when they occur and to verify and confirm.

I/We understand and agree that the appropriate Life Insurance Corporation of India Authority has the right as he may decide, not to issue tender form in any particular case and also to suspend, remove or blacklist my/our name from Life Insurance Corporation of India list of contractors in the event of my/our furnishing false particulars in the enrolment form or submitting non-bonafide tenders or for technical or other delinquency in regard to which the decision of appropriate Life Insurance Corporation of India Authority shall be final and conclusive.

I/We certify that the particulars furnished in the enrolment forms are correct and that should it be found that I/We have given a false certificate or that if I/We fail to notify the fact of my/our subsequent amalgamation with another contractor or firm, the Life Insurance Corporation of India may remove my/our name from the list of contractors and any contract that I/We may be holding at the time may be rescinded.

PLACE :

DATE :

SIGNATURE OF CONTRACTOR



LIFE INSURANCE CORPORATION OF INDIA

OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

“JEEVAN DEEP”, EXHIBITION ROAD , PATNA –800001

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ANNEXURE – A1

A F F I D A V I T

(On Non Judicial Stamp paper of **Rs. 100/-** in case the individual who is the sole proprietor of the firm)

I s/o
..... age years, occupation business r/o
..... do hereby state on oath as under:

That I am residing in locality of District
..... since last years.

That I am the sole proprietor of a proprietary concern name and style as
“.....” having it's office at District
..... dealing in business of Government, civil contracts and ancillary works
attached therefore.

Hence this affidavit.

Deponent _____

Note: **This Affidavit shall be notarize**

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

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ANNEXURE A2

**CONSTITUTION OF FIRM –
SOLE PROPRIETORSHIP/PARTNERSHIP/LTD.CO. /OTHER**

DETAILS OF CONSTITUTENTS

Sr . No .	Name of sole partner or Director / other High Officials	Age	Share	Technical Experience			Whether power of attorney Holder
				Year to Year to	As Employee	As contr actor	
1	2	3	4	5	6	7	8

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

"JEEVAN DEEP", EXHIBITION ROAD , PATNA -800001

ENGG@LICINDIA.COM

ANNEXURE – B**PARTICULARS OF ENROLMENT WITH LIC AND OTHER ORGANIZATION****I. ENROLMENT WITH LIC :**

Name of works for 1)

Which enrolled by 2)

L.I.C. in the past 3)

4)

Sr. Nos. for which tenders were submitted :

Sr. Nos. for which work-order was received:

II. ENROLMENT WITH OTHER ORGANISATIONS:

Sr. No.	Name & Address of Authority with whom you are enrolled	FIRST TIME ENROLMENT		LAST RENEWAL OR ENROLMENT			
		Year to year	Is copy of letter enclosed	Year to year	Class or Category	Limit (Rs. in Lac)	Is copy of letter enclosed
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)

SIGNATURE OF CONTRACTOR

**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE CHIEF ENGINEER , ENGG. DEPTT. (4th FLOOR)

"JEEVAN DEEP", EXHIBITION ROAD , PATNA -800001

ENGG@LICINDIA.COM

ANNEXURE-C**PARTICULARS OF SOLAR POWER PLANT TOOLS**

Sr No .	Item	Specification	Quantity	Estimated Value	Remarks
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10 .					

SIGNATURE OF CONTRACTOR

E-mail: engg.bnubaneswar@licindia.com**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
"JEEVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020**ANNEXURE – D****LIST OF SIMILAR NATURESOLAR WORKS COMPLETED DURING LAST SEVENYEARS**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address of			Ref. No. & Date	Order			Value of work as per final bill (Rs. in Lac)	Commen- cement of work, month Year	Comple -tion of work, month Year	Penalty levied for delay of comple- tion, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was		Capacity in Kwp	Contract Amount (Rs. in Lac)	Is copy enclosed				
(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)	(10)	(11)

SIGNATURE OF CONTRACTOR**ANNEXURE – E**

CONTRACTOR

CHIEF ENGINEER

E-mail: engg.bhubaneswar@licindia.com**LIFE INSURANCE CORPORATION OF INDIA**OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
"JEEVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020**LIST OF SIMILAR NATURE SOLAR WORK IN HAND**

The detail address along with Phone No. and E-mail ID of the Authority under whom works was carried out must be given.

Sr. No.	Name and Complete Postal Address				Order			Date of commencement of work	Scheduled date of completion of work	Progress made and expected date of completion and reasons for delay, if any
	Site of Work & Nature of Work	Owner	Authority under whom work was carried out	Ref. No. & Date	Capacity in Kwp	Amount (Rs. in Lac)	Is copy enclosed			
(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)	(10)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

**LIFE INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 "JEEVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

ANNEXURE – F**PARTICULARS OF PERMANENT TECHNICAL STAFF**

Sr. No.	Name	Designation	Age	Academic Qualification	Service with the Firm	Details of Experience Year to Year
(1)	(2)	(3)	(4)	(5)	(6)	(7)

SIGNATURE OF CONTRACTOR

CONTRACTOR

CHIEF ENGINEER

**INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 "EVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

ANNEXURE – G**(8) PRE-QUALIFICATION BID CHECKLIST****ENROLMENT CHECKLIST**

Sr. No.	Description of Enclosure	Refer Item of form	Uploaded YES/NO
1.	Partnership deed / Articles of Association / Affidavit (□) (□) Annexure A-1	10 (ii)	
2.	Annexure (A-2) as supplied	10 (iii) (Particulars of Partners)	
3.	Annexure – B (as supplied)	11 (Particulars of enrolment in LIC and other Organization)	
4.	Proof of Turnover	13 (i)	
5.	Latest I.T.C.C.	13 (iii)	
6.	NEFT Details	14 (ii)	
7.	Solvency Certificate	14 (iii)	
8.	Certificate of Bank Guarantee	14(iv)	
9.	Immovable Property certificate	15(ii)	
10.	Movable Property certificate	16 (ii)	
11.	(□) Annexure 'C' (as supplied)	17 (Particulars of tools/ plant)	
12.	(□) Annexure 'D' (as supplied)	18 (List of similar nature of works completed during last 2 years)	
13.	(□) Annexure 'E' (as supplied)	19 (i) (List of similar nature of work in hand)	
14.	(□) Copies of work order	19 (ii)	
15.	(□) Annexure 'F' (as supplied)	20 (Particulars of permanent technical staff)	

SIGNATURE OF CONTRACTOR

**INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 "JEEVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

9. BANK GUARANTEE IN LIEU OF EARNEST MONEY

(On Non-judicial Stamp Paper of Rs. 1000.00)

To

The Life Insurance Corporation of India

Engineering Department

Chief Engineer Office

Division Office

Bhubaneswar-751001

In consideration of the Life Insurance Corporation of India a body Corporate constituted and established by Life Insurance Corporation Act, 1956 (Act 31 of 1956) and having its Central Office at "Yogakshema" , JeevanBima Marg, Mumbai and its East Central Zonal Office at Patna in the State of Bihar (hereinafter called "The Corporation" which expression shall include its successors and assignees wherever context or meaning shall so require or permit) published a tender for the work having name and title.....

..

..... (hereinafter called "The Tender" which expression shall include any amendment, alteration to "The Tender" issued by "The Corporation")

M/S..... a partnership firm / sole proprietor / a company registered under the company act, 1956 having its office at (here in after called "The Tenderer" which expression shall include its executors, administrators and assigns) having participated against "The Tender" for Construction / Execution of works / Supply Installation Testing Commissioning of Grid

**INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 EVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

Interactive Solar Power Plant for "The Corporation" and "The Corporation" having agreed to accept the payment of Earnest Money amounting to Rs..... (Rupees..... Only) in form of an unconditional and irrevocable Bank Guarantee for the fulfillment of laid down condition of "The Tender",

1. We,..... Bank having office at (herein after referred to as "The Bank" which expression shall include its successors and assigns) at the request and on behalf of "The Tenderer" do hereby guarantee and undertake to pay " The Corporation " immediately on demand any or all money to the extent of Rs.....(Rupees..... . only) as

aforesaid at any time upto (date) without any demur , reservation , contest, recourse or protest and / or without any reference to "The Tenderer". Any such demand made by "The Corporation" on "The Bank" shall be conclusive and binding notwithstanding any difference between " The Corporation" and " The Tenderer " or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

2. We("The Bank") agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till "The Corporation" discharges this guarantee.

3. We, Bank further agree that the amount demanded by "The Corporation" as such shall be final and binding on "The Bank" as to " The Bank " 's liability to pay and the amount demanded and "The Bank" to undertake to pay "The Corporation" the amount so demanded on first demand and without any demur notwithstanding any dispute raised by "The Tenderer" or any suit or other legal proceedings including arbitration pending before any court, tribunal or arbitrator relating thereto, our liability under this guarantee being absolute and unconditional.

**INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 EVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

neswar@licindia.com

4. We, Bank further agree with "The Corporation" that "The Corporation shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of "The Tender"/ or to extend time of performance by "The Tenderer" from time to time or to postpone for any time to time any of the powers exercisable by "The Corporation" against "The Tenderer" and to forbear to enforce any of the terms and conditions relating to "The Tender" and we shall not be relived from our liability by reason of any such variation or extension being granted to "The Tenderer or for any forbearance, act or omission on the part of "The Corporation" or any indulgence by "The Corporation" to "The Tenderer" or by any such matter or things whatsoever which under the law relating to sureties would but for this provision have the effect of reliving us.

5. NOTWITHSTANDING anything hereinbefore contained, our liability under this Guarantee is restricted to Rs..... (Rupees.....Only). Our liability under this guarantee shall remain in force until expiration of six (6) months from the due date of opening of "The Tender". Unless a demand or claim under this guarantee is made on us in writing within said period, that is, on or before all rights of "The Corporation" under the said guarantee shall be forfeited and we shall be relived and discharged from all liabilities there under.

6. We, Bank further undertake not to revoke this guarantee during its currency except with the previous consent of "The Corporation" in writing.

7. We, Bank lastly agree that "The Bank" 's liability under this guarantee shall not be affected by any change in the constitution of "The Tenderer".



INSURANCE CORPORATION OF INDIA

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
"EVAAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

8. "The Bank" has power to issue this guarantee in favour of "The Corporation" in terms of the documents and/or the Agreement / Contract or MOU entered into between "The Tenderer " and "The Bank" in this regard.

IN WITNESS WHEREOF "The Bank" has executed this document on this day of

ForBank
(by its constituted attorney)

(Signature of a person authorised to sign on behalf of "The Bank")

**INSURANCE CORPORATION OF INDIA**

OFFICE OF THE DY.CHIEF ENGINEER , ENGG. DEPTT. (3rd FLOOR)
 "EVAN PRAKASH", POKHARIPUT ,BHUBANESWAR – 751020

bhubaneswar@licindia.com

ANNEXURE-X**PERFORMANCE REPORT OF WORKS REFERRED IN PRE-QUALIFICATION BID**

1. Name of work/project & location:
2. Agreement no.
3. Estimated cost
4. Tendered cost
5. Date of start
6. Date of completion
 - (i) Stipulated date of completion
 - (ii) Actual date of completion
7. Period of delay beyond stipulated date of completion, if any
 - (a) Extended period without imposition of Penalty: Days/ Months.
 - (b) Extended period with imposition of Penalty: Days/ Months

8. Performance Report

I)	Contractors Site organisation	:	(a) Well organised, (b) Adequate (c) Poorly organised
II)	Quality of materials with reference to specifications	:	(a) Good , (b) Satisfactory (c) Poor
III)	Workmanship and Supervision	:	(a) Good , (b) Satisfactory (c) Poor
IV)	Labour Relations and facilities	;	(a) Good, (b) Satisfactory (c) Poor
V)	Attitude towards settlement of disputes and differences	;	(a) Co-operative (b) Non co-operative.
VI)	Safety Record (a) Were there any accidental / structural collapses at site (b) If answer to (a) is Yes, state whether due to		i) Yes ii) No i) Negligence ii) Improper work. iii) Reasons beyond control

9. Any other Remarks: -----

Dated

Executive Engineer or Equivalent

(**Note:** This format shall be part of Pre-qualification Form and the Bidder shall obtain Performance Certificate from the Employer in above format and submit along with Pre-qualification documents)