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Sr. Divisional Manager

1. TENDER NOTICE

1. Supply, Installation, Testing & Commissioning (SITC) of Digital Video Recorder (DVR) and Hard Disk Drive for CCTV cameras at various offices under LIC of India, E&OS Department, Divisional Office, Gandhiji Road, Thanjavur.

Sr. No	Activity	Details
1	Tender Date	09.05.2023
2	Tender Form	Provided herewith and can also be purchased from the above mentioned address. Any corrigendum regarding modification/ addition in tender specification or in terms & conditions of the tender shall only be uploaded/ published on our official website- www.licindia.in/ tender- link.
3	Tender Fee	Rs.295/- (Two hundred Ninety- Five only) (Inclusive of 18% GST which is nonrefundable). It can be deposited by way of Cash/ Demand Draft favoring LIC Of India payable at Thanjavur, on any Schedule Bank. If contractor wishes to pay in cash, it should be done only at Divisional Office Thanjavur, Cash counter.
4	EMD	Rs 12,000/- (Rupees Twelve Thousand Only) (to be refunded to the unsuccessful bidder after contract awarded) Can be deposited by way of Cash/ Demand Draft favoring LIC India payable at Thanjavur, on any Schedule Bank. If contractor wishes to pay in cash, it should be done only at Divisional Office, Thanjavur Cash counter,. No interest shall be payable on this.
5	Security Deposit	Equal to 10% of contract amount Payable by the successful vendor: by way of Demand Draft/ Bank guarantee/ FDR assigned in favor of LIC of India, on any Schedule Bank payable at THANJAVUR. Refundable after completion of the post-warranty (i.e. Total 02 years). No interest shall be payable on this.
6	Address for submission of sealed bid to be put in Tender Box in E&OS Department, Thanjavur	Manager (E&OS), LIC of India, Divisional Office , “Jeevan Prakash” Gandhiji Road, Thanjavur-613001
7	Pre Bid Meeting Date & Venue	Date:18/05/2023 at 12.00 Hrs, noon. Venue: as above
8	Submission of Bids Last Date and Time	Date :25.05.2023 till 12:00 Hrs. (sealed bid envelops should reach on or before last date & time of submission at the above address)
9	Opening of technical bid Date/ Venue	Date: 25/05/2023 at 15:30 Hrs. Venue: as above
10	Opening of financial bid	Would be informed to the technically eligible vendors separately and would be done in the presence of one authorized representative of bidders who chose to attend. Venue: As per above address.
11	Validity of tender rates	1 Year from the date of opening of tender.

12	Validity of rate contract	1 year from the date of award of contract.
13	Liquidated damages/ penalty	Pg- 13 of the tender document
14	Defects Liability period	24 months from date of issue of successful installation report. During this period, the contractor shall be responsible for any defects in manufacturing, installation & performance of all the components of the CCTV system installed(Including wiring & DVR) and shall rectify the same at his own risk & cost to complete satisfaction of the Order issuing office.
15	Contact Details	Manager (E&OS), LIC of India E&OS Department Divisional Office “Jeevan Prakash” Gandhiji Road Thanjavur – 613001. Telephone No. 04362-233677 Mail id: os.thanjavur@licindia.com

Sr. Divisional Manager

2. UNDERTAKING LETTER TO THE Sr. DIVISIONAL MANAGER ON THE CONTRACTOR'S LETTER HEAD

**The Sr.Divisional
Manager
LIC of India,
Divisional Office**
"Jeevan Prakash"
Gandhiji Road, Thanjavur-

613001

Dear Sir,

Re:1. Supply, Installation, Testing & Commissioning (SITC) of Digital Video Recorder (DVR) and Hard Disk Drive for CCTV System at various offices under LIC of India, Divisional Office, Thanjavur.

With reference to the above tender notice, having examined and understood the instructions, terms and conditions forming part of the tender forms, we hereby enclose our offer for the Annual Contract of SITC& of CCTV systems, as detailed in your above referred tender notice. I/We hereby confirm that we have not been black-listed by LIC or any PSU/ BFSI organization/ Government / Semi-Govt./ Quasi Govt. Departments in India, as on date of submission of bid in response to the above Tender.

I/We further confirm that the offer is in conformity with the terms and conditions as mentioned in the tender form. I/We also confirm that the offer shall remain valid for One year from the date of award of contract. I/We understand that the Corporation is not bound to accept the offer either in part or in full and that the Corporation has the right to reject the offer in full or in part without assigning any reason whatsoever. I/We have read the instructions appended and all terms and conditions and I / We understand that if any false information is detected at a later date, any future contract made between ourselves and LIC of India, on the basis of the information given by me / us can be treated as invalid by the Corporation and I / We will be solely responsible for the consequences. I/We agree that the decision of LIC of India in selection of Bidders will be final and binding to me / us.

All the information furnished by me hereunder is correct to the best of my knowledge and belief. I/We agree that I / we have no objection if enquiries are made about the work listed by me / us in the accompanying sheets.

I/We confirm that I / We have not applied in the name of sister concern for the subject tender process. I/We enclose herewith a Demand Draft for Rs.12,000/- (Rupees Twelve Thousand only) favoring LIC of India and payable at Thanjavur / Copy of Misc. Receipt issued by your cash department towards Earnest Money Deposit, and Demand Draft for Rs. 295/- (Rupees Two Hundred Ninety- Five only) favoring LIC of India and payable at Thanjavur / Copy of Misc. Receipt issued by your cash department towards Tender Fee)

Also, I/We further confirm that:

1. I/ We shall honor the warranty commitments independent of the continuation of my partnership with my OEM.
2. I/ We hereby undertake that all equipment and materials used shall be standard components that are regularly manufactured and used in our system. Also, they shall be in accordance with the specifications given herein and the equipments and materials offered will be made available & supplied during the currency of the empanelment.
3. **I/ We confirm that the cameras and the DVR supplied for installation shall be manufactured by the same OEM.**

Yours faithfully,

(Signature of the Contractor with seal)

Date:

Place:

ELIGIBILITY CONDITIONS

1. The tender is open for all OEM and their registered authorized sellers or channel partners or Authorized Vendors.
2. In case the tender is applied by the authorized seller: **An authorization letter from the OEM with respect to this tender/ project shall have to be submitted in original.**
3. **The bidder should have a valid registration to carry out the profession.**
4. OEM should be an ISO certified company preferably with **ISO 9001-2008**.
5. **The DVR and Hard disk shall have to be from the same OEM. The bidder shall have to submit an undertaking to this effect.**
6. **The Vendor should have experience of CCTV business for at least 3 years or more.**
7. The bidder Company/Firm must have experience of having executed at least one contract of value Rs 5 Lakhs with at least one office of LIC or any PSU/ BFSI organization/ Government / Semi-Govt./ Quasi Govt. Departments/ reputed private firms within India during any of the Financial years: 2019-20, 2020-21, 2021-22
The reputed firm in this case shall be a firm of infallible repute. The bidder shall be wholly responsible to establish reputation of the contracting firm and may submit documents in support of the claim under this criterion. The office shall not be held responsible for enquiring into the credentials of the firms and in case of any conflict the decision of the competent authority shall be final and binding.
8. Minimum annual turnover of the bidder should be **Rs 10 Lakhs** and above during **any of the three financial years: 2019- 20, 2020-21, 2021-22**
9. The bidder should have a valid PAN Card no. of Income tax department and GST Registration. There should not be any default in GST return filing.
10. Applicants registered as MSME/NSIC are exempted from depositing Tender fee and EMD subject to attachment of self attested copy of the relevant certificate from the concerned Department of Govt. of India to this effect with technical bid.
11. The firm should have its own office & service centre functioning in Thanjavur / Trichy/ Karur/Mayiladuthurai./Kumbakonam List of offices along with address & phone numbers of service centers are to be provided with the tender.

DECLARATION

I / We hereby agree to all the Terms & Conditions mentioned above without any condition whatsoever.

I / We also further agree that all the deficiencies will attract penalty and the recovery will be affected without any notice to me/us.

Date:

Place:

Signature of vendor with seal

4.INSTRUCTIONS REGARDING SUBMISSION OF TENDERS

1) The tenders should be submitted as per the following instructions:

- Should be addressed to The Manager (E&OS), LIC of India, Divisional Office, “Jeevan Prakash”, Gandiji Road, Thanjavur – 613001
- Should be submitted at The Drop Box, LIC of India, OS Department, 2nd Floor, Divisional Office, “Jeevan Prakash”, Gandhiji Road, Thanjavur on or before 25.05.2023 up to 12:00 Hrs
- Submission should be in a sealed cover and super scribed as “SITC of DVR/Hard disk for CCTV
- The envelope should contain the name & address of the firm.

3. Contents of the sealed cover should contain:

I. Technical Bid:

- a. Duly sealed and signed tender forms including all annexure(s) except the financial bid, annexure- C.
- b. DD/ for EMD and tender fee. In case the payment is made in cash at cash counter at Thanjavur D.O., copy of miscellaneous receipt should be attached.
Please note that **TENDERS WITHOUT EMD/ TENDER FEES WILL NOT BE ACCEPTED.**
- c. Manufacturer’s Authorization Form [MAF], as per annexure- C enclosed.
- d. **UNDERTAKING Letter** to the Corporation on the **bidder’s letterhead** (enclosed with tender documents).
- e. Copy of CE, FCC, ISO 9000, UL and any other standard certification applicable to the field.
- f. Related documentation (Product Brochures, leaflets, manuals etc.)
- g. List of Addresses of Office and service centre of OEM in Tamilnadu

II. Financial Bid:

Duly filled, sealed and signed financial bid (Annexure- D).

4. Tenderer must visit the site and acquaint themselves thoroughly with the local site conditions before quoting.

- The price quoted should be inclusive of following **BUT exclusive of GST (GST will be paid extra as per prevalent rates).**
 - a. Cost of the ‘**CCTV System**’ with accessories F.O.R. destination.
 - b. Installation and commissioning charges, if any (It may be noted that the payment for cabling & conduit will be on the basis of the actual use at each location).
 - c. Free of Cost of training to be imparted.
 - d. Two years comprehensive onsite guarantee covering all parts, service, and Visits to the site.

NOTE: All the supporting documents, like certificates, proofs, etc., which are being submitted along with the tender forms, should necessarily be attested by the authorized signatories of the firm. Without proper attestation, the document shall not be considered. Bidders should put their firm's endorsement on each page of the tender document as token of perusal along with signatures & proper seals on all relevant places as marked on the tender documents. Else, the tender shall not be considered.

- 2) Bidders should fill up all the relevant blanks and **No alterations/additions are to be made by the suppliers on the contents of the tender paper.** If at any later date, it is found that the documents and certificates submitted by the contractor are forged or have been manipulated, the work order issued to the Contractor shall be cancelled and the Security Deposit issued to the Corporation shall be forfeited without any claim whatsoever on the Corporation.
- 3) If the Bidder is registered under DGS&D/ NSIC/ MSME, they have to clearly mention and submit a copy of supporting valid documents. In absence of any such document, Bidder shall be considered as not registered under DGS&D/ NSIC/ MSME.
- 4) The contractor is required to check the number of pages as per the Index above, and should any be found missing or to be in duplicate, or if the figures or writing be indistinct, he should inform The Sr. Divisional Manager at once and have the same rectified.
- 5) In case any clarification is sought over items in our schedule of quantities with respect to technical specification and commercial terms and conditions, or over the precise meaning of any items or figure, the same should be addressed to the office of the undersigned, in writing, well before opening date of tender and it will be redressed by our office immediately.
- 6) No liability or claim whatsoever will be admitted in respect of errors addressed in points- 5 & 6 above, which should have otherwise been rectified as per instructions therein.
- 7) The rates quoted by the supplier shall be firm throughout the contract period and should be **on F.O.R basis i.e. they should be inclusive of charges for materials, labour , loading, unloading at all points; and also of all taxes EXCEPT GST**, during the contract period and nothing extra shall be payable to the contractor.
- 8) Item rates should be quoted in figures and words both. **Rates quoted in words would be taken as bonafide** and in case of dispute in amount in words & figures, rates in words would be given precedence and the amount for the work order shall be worked out as per rates written in words only.
- 9) If the rates quoted by the vendors are same , preference will be given to vender with highest turnover of last three years(By Averaging) will be taken
- 10) Quantity of Items mentioned in Financial Bid may vary depending on the actual use .
- 11) Tender rates shall remain valid for 90 days from the date of opening of the tender.

SR. DIVISIONAL MANAGER

I/ We have read and understood all the terms & conditions; including the eligibility conditions & instruction for submission of tender forms and all the information furnished by me hereunder is correct to the best of my knowledge and belief. I/We agree that I / we have no objection if enquiries are made about the work listed by me / us in the forms submitted.

Date& Place:

Signature of Bidder/ Vendor with Seal

TERMS & CONDITIONS OF THE CONTRACT

1. SCOPE OF THE CONTRACT:

- a. **SUPPLY, INSTALLATION, TESTING & COMMISSIONING of DVR and Hard Disk for CCTV systems** at various Offices of Life Insurance Corporation of India, Thanjavur Division located at various addresses: as per Annexure C.

Placing appropriate number of indications/displays “**CTV surveillance**” on the proper size of PVC sheet (minimum 12”x4”) at appropriate places as advised by LIC officials.

- b. Providing free of cost training to the authorized representatives of the corporation.

2. There are 3 parts to the contract and vendor has to submit the contract :

- a. **Purchase with defect liability (warranty) period of 2 years beginning from the date of handover of the completely installed, tested and working CCTV system.**

3. AVAILABILITY OF SPARES

Spares for the product offered should be available for at least **02 years**: Defect liability period
PERIOD of WARRANTY :

- a. The offer must include comprehensive on-site warranty/ guarantee of Two year from the date of Installation and commissioning of the equipment, also known as the defect liability period.

The whole installation including **camera (Prior approval is required)**, wiring & hard disk of DVR shall remain under defect liability period of **2- year** from the date of issue of NOC/ installation report as per (14) below. During this period the supplier shall be responsible for any manufacturing defects or defects pertaining to installation & performance and the same shall be rectified at his own risk & cost to the satisfaction of order issuing office.

- b. Bidder shall be fully responsible for the manufacturer’s warranty in respect of proper Design, quality and workmanship of all equipments, accessories, etc., covered by the Offer. The supplier must warrant all equipments, accessories, spare parts etc., against any manufacturing defects during the warranty period. During the warranty period the supplier shall maintain the equipment and repair / replace all the defective components at the installed site at no additional charge of whatsoever nature to the Corporation.
- c. The Bidder shall honor the warranty commitments independent of the continuation of the Bidder’s partnership with the OEM.
- d. **Every complaint shall be attended as per the following instructions:**
 - **For complaints in offices within 100 Km from the firm: every complaint shall be attended within 48hrs**
 - **For complaints in offices more than 100 Km from the firm: every complaint shall be attended within 72hrs. Service report of the same would have to be signed from the Branch In- charge/ HOD OS/ HOD IT only.**
- e. If any component of the CCTV system is found to be faulty- a few or all, they shall be replaced within 5 days starting from the day after the date of lodging of complaint. Also, if any equipment has hardware failure on four or more occasions in a quarter, it shall be replaced by equivalent new equipment by the Bidder at no extra cost to the Corporation and the above clause of replacement within 5 days shall apply.

However, if provided with a compelling, genuine reason in writing by the firm, the department may allow an extension of a few more days subject to a maximum permissible extension of 15 days. But since failure of CCTV installation poses a major security concern a standby **with equal or higher variant** would have to be provided by the firm.

But if not done within time period as above, the concerned office shall be free to get the same arranged from other sources- at the risk and cost of the supplier. The cost of such replacements would be recovered from the supplier's Security Deposit.

- f. In all cases of replacements, the original equipment shall have to be kept in a useful, running condition or a standby **with equal or higher variant** shall have to be provided for the same.
- g. The supplier has to maintain the CCTV System including all accessories/components: hard disk, wiring and software supplied for at least five years after the expiry of guarantee period **(24 months)**.
- h. Preventive Maintenance (PM) Cycle:
 - 1. In the warranty period: Half- yearly & free of charge.
A service report to this effect, signed by authorized branch officials, shall have to be submitted to E&OS Department, Divisional Office, **Thanjavur**.
- i. If the damage to the CCTV system is due to physical damage due to mishandling by LIC personnel, LIC would bear the cost of repair & replacement of parts but only if sufficiently proved by the vendor, else the vendor would have to bear the same.
- j. Whenever any equipment is taken out of LIC premises for repair:
 - 1. The shifting has to be done with prior permission of the In-charge of the office.
 - 2. The same equipment has to be returned after the due repairs and on/ before the promised date **as per SLA**.
 - 3. The vendor himself has to make arrangements for removal, transportation from and back to the office, reinstallation, testing & commissioning and all the incremental expenses: transit insurance/ transportation/ etc. shall have to be borne by the vendor.
 - 4. If the part is found to be irreparable, the following clause (pt.- I) shall come into force.
- k. If any of the peripherals, components etc. are not available or difficult to procure or if the procurement is likely to be delayed, the Replacement shall be carried out with equipment of equivalent capacity or higher capacity at no additional charges to the Corporation during the currency of Guarantee period .

5. **If the firm defaults on any of the above points, penalty clause (point 22 below) would be invoked.**

5. SERVICING STANDARDS EXPECTED DURING WARRANTY

The supplier should ensure that **every complaint should be attended within 48 hours for offices within 100 Km and within 72 hours for offices that lie more than 100 Km. The time limit shall start from the time of lodging of complaint and** the defects and spare part replacements, if any, in the machine should be set right in accordance to clause 4(e) above. In case, the system or any equipment cannot be repaired within the stipulated period, the supplier should provide a replacement **of equal or higher variant** till the system/equipment is returned duly repaired.

6. RETRIEVAL OF RECORDING ON CD/DVD:

If on requirement by an office request is made to the vendor for retrieving recording for a particular time period and preparing a CD/DVD of the same, the vendor would make arrangements to retrieve and provide such recording on CD/DVD within 3 days of the request made.

7. PRE- BID MEETING:

A pre- bid meeting will be held on 18.05.2023 at 11:00 noon, details of which are mentioned in the tender notice on Pg- 2. The Corporation reserves the right to change the technical specifications after the pre- bid meeting and modifications, if any, would be published on our website: www.licindia.in and will thereafter constitute a part of the original tender.

In case a vendor wishes to attend the Pre- bid meeting, she/ he has to intimate it to the department well in advance, on the contact details provided in the tender notice on Pg- 2.

8. Validity of the tender rates:

The rates quoted shall be valid for 365 days from the date of opening of financial bid and if accepted, the same shall remain unchanged for period of components of the contract, i.e., for purchase: a minimum 2 year from date of commencement of work.

9. The Contractor shall pay **Tender Fee: Rs.295/- in cash** (at Cash Counter of Divisional Office & Misc. Receipt copy to be enclosed with tender) or by **Demand Draft** payable at **Thanjavur** only, which **shall not be refunded**.
10. The Contractor shall pay **Earnest Money Deposit of Rs. 12,000/-** (Rupees Twelve Thousand only) by **Demand Draft** of Nationalized/Scheduled Bank payable at **Thanjavur** only, which shall be refunded after completion of proceedings of selection of quotation and if the successful vendor refused to accept the contract, their Earnest Money will be forfeited. **The Earnest Money deposit will not carry any interest.**
11. Further, the successful bidder/s have to pay **Security Deposit amounting to 10% of contract value** by **demand draft** drawn through any nationalized/ scheduled bank, in favor of LIC of India, payable at **Thanjavur**. **The same may also be deposited in the form of Bank Guarantee/ FDR assigned in favor of LIC of India.** The security deposit will remain with Corporation throughout the defect liability period & **will not carry any interest.** The security deposit (SD) shall be refundable after expiry of the DLM i.e. 2 years subject to the satisfactory working of CCTV systems

In case of damage or loss to any article/documents/Bulk materials, equipment, Furniture and fixture on account of negligence of your workers during implementation of work order, the Corporation shall recover the cost of the same from the Security Deposit. In case, the Security Deposit is found insufficient to cover the loss, you shall make good the difference immediately on demand.

12. **The successful bidder shall have to, compulsorily, sign an Integrity Pact with the Office. Format for the same is provided in Annexure- F.**

13. **Date of commencement of work:** The date of issue of work order.

14. **Date of completion:** As per the scope of the work mentioned in point (1) above, the work of SITC involves:

1. **Assembly and Supply of DVR/Hard Disk for CCTV system(s) to the address as per the order placed.**

The CCTV system supplied should be in strict adherence to the specifications of the order placed and **every component of the CCTV system should be brand new. The supplier should also guarantee that all the software / hardware components supplied by the supplier is licensed and legally obtained.**

2. **Testing of the CCTV system(s):** the supplier has to make necessary arrangements for testing of the entire system in presence of the Branch In- charge/ HOD OS/ any other officer authorized by the Branch In- charge.
3. **Commissioning of the CCTV system(s) installed** should be done by someone well trained & after installation of the DVR and Hard disk of CCTV system, the supplier has to show live footage on the monitor and also show the recorded footage from the DVR on the monitor and it must be written in the service report.
4. The representative also has to train the Branch in- charge and his authorized personnel on how to access footage and take back up.

The job as above should be completed within 60 days of placing of work order.

15.No Objection Certificate/ Installation report: After completion of the job as per the above description, the supplier has to collect the satisfactory Installation report sealed and signed by the Branch In- charge.

16.No extra charges would be paid if an office shifts from one address to another within the same city.

17.The Contractor shall submit **bills** to E&OS Department, Divisional Office, **Thanjavur**, in duplicate, with the following constituents:

- i. The bill should contain full description of items supplied vis-à-vis the make of the system components- cables, DVR, etc. with full details of quantities supplied along with the date of delivery, name of the office of delivery and address clearly mentioned.
- ii. The bill should be submitted along with NOC/ installation report mentioned in point (14) above. It should be duly signed, with seal, by the Branch In- charge.

18.The invoices submitted by the contractor should have their GST Number clearly printed on it. The tax amount should be clearly shown in the invoice. The vendor should also mention the LIC's GST No on the invoice up loaded by them on GST portal.

19. For Tamil Nadu, GST No of LIC: 33AAACL0582H1ZT.

20. The contractor would be responsible for display of his invoice on the GST portal and to remit the tax to the government within specified period of time.
21. **Income tax**, surcharge or any other statutory tax levied by the Central/ State Government shall be recovered from the Bidder's bill, at the applicable rates.
22. **Payment: Shall be made only through NEFT & NO ADVANCE** payment shall be made against the supply of CCTV systems. And payment, after due deductions, shall be made only after successful SITC work compliance of CCTV systems is done by the firm as per the order placed and the bill is submitted in accordance to instructions issued in point (17) above. Kindly note that one or more items missing as per (17) above would warrant non- payment of bill submitted.

23. Penalty Clause:

- a. For delay in completion of work, for reason whatsoever:
AFTER EXPIRY OF 60 DAYS from date of work order, penalty @1% of the order value per week (7 days) would be imposed and the same would be deducted from the payment of work order.
For calculation of delay, a part of a week shall be taken as full week.

All the items installed & commissioned must be strictly in accordance to the specifications, must carry the required certifications and must be original. Any deviation with the same would attract penalty, quantum of which shall be decided by the competent authority.

- b. For delay in attending to calls & issuing a service report within warranty :
AFTER EXPIRY OF FIRST 48 Hrs /72 Hrs.(as the case may be based on the distance), Delay of 1- 7 days- Rs 100/- per day
Delay of 8- 14 days- Rs 200/- per day
More than 14 days- Rs 300/- per day
The service report issued should be to the satisfaction of corporation's authorized official and recovery, if any, shall done from EMD/ SD and/ or whatever next payment is made to the vendor by the office.
- c. During the warranty, defective parts shall have to be replaced as per the provisions laid out in clause 4(e). Violation of the same shall attract following penalty:
Delay of every 1 week, 7 days - Rs 500/- (recoverable from EMD/ SD and/ or whatever next payment is due to the Bidder)
In case of failure on part of the supplier to attend all the defects within a reasonable period, the Corporation shall be free to get the same rectified through another agency at the risk and cost of the supplier. And such repairs done through another agency shall not affect the liabilities of the supplier on the remaining warranty.

24. FORCE MAJEURE CLAUSE:

- a. The Bidder shall be liable for any delay in execution or failure of their respective obligations under this agreement except for delay caused by occurrence of events beyond control of the Bidder, including but not limited to natural calamities, fire, explosions, floods, power shortages, acts of God, hostility, public enemy, wars, riots, strikes, sabotage, order/action or regulations of government, local or other public authorities.

- b. In case a Force Majeure situation arises, the Bidder shall immediately notify LIC of India in writing of such conditions and the cause thereof within two calendar days and prove that such is beyond the control and affect the implementation of the agreement.
 - c. Unless otherwise directed by LIC of India in writing, the Bidder shall continue to perform its obligations under the contracts far as it is reasonably practical, and shall seek all reasonable means for performance not prevented by the Force Majeure event.
25. **CONTRACT LABOUR ACT** : The Contractor shall be responsible to register themselves under the Contract Labour (Regulation and Abolition) Act, 1970 and Building & Other Construction Workers (Regulation of Employment & Condition of Services) Act, 1996 and rules there under and must comply with and carry out all the provisions and obligations under the said Act and Rules and furnish all information to Employer as may be required by it and shall also indemnify the Employer against any penalties claims etc., arising from any default on their part.
26. The workers engaged by the Contractor shall be Contractor's own employees and Corporation shall in no way be responsible or liable for payment of their wages and other benefits. Further, the workers engaged by the contractor shall not be deemed to be the employees of the Corporation and shall not be entitled to any benefits either of a temporary or a regular employee of the Corporation. The Corporation will have no obligations towards such employees and such personnel will not be entitled to claim any kind of employment with the Corporation.
27. The Contractor or any of their agents, employees, servants or anyone else on their behalf will not in any way make use of the name of the Corporation or its Officers, employees or agents in their dealings with outsiders.
28. The Contractor will have no rights to transfer or assign the contract or any rights there under to anyone.
29. The Corporation shall not be liable to pay any damages/claims, made under the Workmen's Compensation Act, or rules there under or for compensation payable in consequence of any accident or injury sustained by any person in employment for purpose of this, Courier services.
30. The successful Bidder shall provide the names, addresses and telephone numbers of their personnel authorized to attend our units during the defect liability period. No other person shall be allowed to attend to requirements in our offices.
31. Work shall be awarded to the lowest Bidder. However, in case services of the same are not available for reasons whatsoever, the work may be offered to other Bidders- L2, L3, L4., etc., who is willing to carry out the work at the same rate as L1. For such a change of course brought upon the office, the Sr. Divisional Manager would be competent authority to impose penalty on the supplier, if deemed fit.
32. The order will be placed as and when required. No claim, whatsoever, shall be entertained on this account.
33. The adequate insurance covers for third party and for workman compensation shall be ensured by the supplier- before the commencement of the work.

34. Corporation shall always have the right to conduct a search of the contractor's employees/agents and/or any of their vehicles used for transportation of materials while entering/going out of the Corporation's premises or inside the premises.
35. The Corporation reserves the right to modify, cancel this tender for the full or any part at any stage without assigning any reason.
36. **EXTENSION CLAUSE:** If the supply and service of the vendor is found to be to the satisfaction of the OS Department, the contract may be extended for one year:
37. **TERMINATION CLAUSE:** The Corporation reserves the right to terminate the contract without assigning any reason by giving a notice of 15 days. This decision will not be challengeable in any court of law. The Contractor will have to give a notice of One month if the contractor wishes to terminate the contract before expiry of the contract period. In both these case security deposit will be forfeited.
38. All disputes of any kind whatsoever arising out of or in connection with this contract shall be referred to the Sr. Divisional Manager, LIC of India, Divisional Office, **Thanjavur**; for settlement and their verdict shall be final and binding on both the parties.

6. 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.

Sr. DIVISIONAL MANAGER

ANNEXURE- A
TECHNICAL BID

Supply, Installation, Testing & Commissioning(SITC) of CCTV Hardisk and DVR at various offices under
LIC of India, Divisional Office, Thanjavur

1.	Name of the Organization and Address:	
2.	Year of Establishment	
3.	Status: (Whether Pvt. Ltd. company / Public Ltd. company/ Partnership Firm / Proprietorship Firm)	
4.	Name of the Chairman/Managing Director/CEO/Country Head/Proprietor (as the case may be)	
5.	Registration details	Registered: Yes/ No Certificate No: Validity: Certificate attached: Yes/ No
6.	Registered Head office	Address: Land line telephone no: Email- id:
7.	Local office Address in Thanjavur / Trichy/Kumbakonam/Karur/Mayiladuthurai/Nagappa ttinam/Thiruvavur/Perambalur/Ariyalur/Pudukkottai (Compulsory)	Address: Land line telephone no: Email- id:
8.	Details of the representative(s) who would be calling on us & attending to our jobs.	Name: Address: Contact No:
9.	Name and address of offices along with contact details where the BIDDER has installed CCTV etc. in FY: 2019-20 , 2020-21& 2021-22 : (Use extra sheet if required and provide proofs for the details mentioned below)	
	Name & Address	Yr. of installation of CCTV
a.		
b.		
c.		
d.		

10.	Turnover of the Company/Firm (Please attach a copy of audited Balance Sheet and Profit & Loss Account for the following years)	
	a.	2019- 20
	b.	2020- 21
	c.	2021-22
11.	Whether registered under GST. Please mention number and attach copy of same-	
Number: Copy attached: Yes/ No		
12.	Whether an assessed of Income Tax. If so, mention Permanent Account Number. Furnish copies of Income tax clearance certificate.	
Number: Copy attached: Yes/ No		
13.	Is the Company/Firm manufacturer of CCTV SYSTEM? (a) If yes give the Name & address of the place where manufacturing unit is located. (b) If No, Give the name of brand/make of CCTV etc. you are dealing with and also provide valid OEM certificate for sales & support.	
14.	Since when your Company/firm is in business of CCTV SYSTEMS.	
15.	Are all parts of the CCTV system certified under ISI,CE, FCC, UL and/ or any other standard certification applicable to the field? If yes, mention details.	
16.	Is the manufacturer ISO9001:2008 certified? If yes, mention details.	
17	Give details of the after-sales service facility in terms of technical manpower and spares provided by your company. (Apart from space on right use space below if required)	

18.	What are your main fields of activities?		
	(i)		
	(ii)		
	(iii)		
	(iv)		
19.	Have you been prequalified by other organization/statutory bodies, such as Corporations, CPWD, PWD, etc. for CCTV SYSTEMS; furnish their names, category and date of registration.		
20.	Details of technical staff:		
	Name	Qualification	Post Held
21.	NEFT DETAILS		
	A/c No		Bank Name
	IFSc		Bank branch
22.	Have you ever been blacklisted by any office of LIC or any PSU/ BFSI organization/ Government / Semi- Govt./ Quasi Govt. Departments in India, as on date of submission of bid in response to the above Tender.		Yes/ No (Write the correct response) If yes, furnish details:
23.	Are you agreeable to abide strictly by the terms & conditions of the tenders or contract?		

ANNEXURE B: DETAILED TECHNICAL SPECIFICATIONS

A. High Resolution, Fixed lens, IP, IR Bullet Camera With true Day/ Night function, with motion detection

2 MP OUTDOOR NETWORK D/N IP IR BULLET CAMERA		Yes / NO	
Video standards	H.265 / MPEG4 / MJPEG		
Sensor	1/3 inch HD resolution CMOS		
Scanning	Progressive Scan system		
System Compatibility	ONVIF		
Resolution	1980x 1080 P		
Signal Stream	Dual Stream		
Lens	2.8 ~ 12mm		
Minimum Illumination	0.01 lux@F1.2;		
	0 lux with IR		
IR Cut Filter	Yes		
True Wide Dynamic Range	120 db		
Digital noise reduction	3D DNR		
Day & night	ICR		
AGC	Yes		
BLC/HLC	Yes		
Iris control	DC drive		
IR Range	Up to 30m or more		
Protocols	TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP,		
	DNS, DDNS, RTP, RTSP, RTCP, PPPoE,		
	NTP, UPnP, SMTP, SNMP, IGMP, 802.1X,		
	QoS, IPv6,		
Ethernet	1 RJ45 10M / 100M Ethernet port		
Input voltage	12 VDC $\pm$ 10% or PoE, IEEE 802.3 af		
Operating Temp.	-10°C ~ 55°C		
Operating Humidity	Humidity 95% or less (non-condensing)		
Alarm trigger	Motion detection, tampering alarm, network disconnect, IP address conflict, storage exception, scene change, video loss		
Security	Watermark, User authentication, IPaddress Filtering, anonymous access.		
Housing & Mount	IP66 outdoor standard		
Certification	FCC & CE		
MAC IP Address	Should be registered in OEM's name		
Make	Samsung/ Cp Plus/ Hikvision/ Dahua		

B. High Resolution, fixed lens, IP, IR Dome Camera With true Day/ Night function, with motion detection

2 MP OUTDOOR / INDOOR NETWORK D/N IP IR DOME CAMERA		Yes/ No	
Video standards	H.265 / MPEG4 / MJPEG		
Sensor	1/3 inch HD resolution CMOS		
Scanning	Progressive Scan system		
System Compatibility	ONVIF		
Resolution	1980*1080P		
Signal Stream	Dual Stream		
Lens	2.8 ~ 12mm		
Minimum Illumination	0.01 lux@F1.2;		
	0 lux with IR		
IR Cut Filter	Yes		
True Wide Dynamic Range	120 db		
Digital noise reduction	3D DNR		
Day & night	ICR		
AGC	Yes		
BLC/HLC	Yes		
Iris control	DC drive		
Intelligent Video Functions	Face Detection, Alarm trigger for Videoloss detection, line crossing, Intrusion detection		
IR Range	Up to 30m or more		
Protocols	TCP/IP, ICMP, HTTP, HTTPS, FTP, DHCP,		
	DNS, DDNS, RTP, RTSP, RTCP, PPPoE,		
	NTP, UPnP, SMTP, SNMP, IGMP, 802.1X,		
	QoS, IPv6,		
Ethernet	1 RJ45 10M / 100M Ethernet port		
Input voltage	12 VDC $\pm$ 10% or PoE, IEEE 802.3 af		
Operating Temp.	-10°C ~ 55°C		
Operating Humidity	Humidity 95% or less (non-condensing)		
Alarm trigger	Motion detection, tampering alarm, network disconnect, IP address conflict, storage exception, video loss, scene change detection		
Security	Watermark, User authentication, IPaddress filtering, anonymous access.		
Housing & Mount	IP66 outdoor standard		
Certification	FCC & CE		
MAC IP Address	Should be registered in OEM's name		
Make	Samsung/ Cp Plus/ Hikvision/ Dahua		

C. DVR: Digital Video Recorder

Parameters	Specifications	4 Channel	8 Channel
		Yes/ NO	Yes/ NO
Video Input	4 Channels- 40 MBPS of incoming bandwidth 8 Channels – 80/200 MBPS of incoming bandwidth 16 Channels 200 MBPS of incoming bandwidth, 32 Channels 256 MBPS of incoming bandwidth		
Video Output	VGA & HDMI @ 1920 × 1080P /60Hz, 1920 × 1080P /50Hz, 1600 × 1200 /60Hz, 1280 × 1024 /60Hz		
Operating System	Linux/Windows		
Hard disk Interface	For 4 channel: SATA supported with min. 4 TB capacity For 8 channel: SATA supported with min. 8 TB capacity For 32 channel: 2 SATA supported with min. 16 TB capacity		
TCP/IP	TCP/IP		
USB Interface	2 USB		
Network	1, RJ45, 10M/100M/1000M Ethernet Interface		
PoE	4/8 POE SEMITCH 10/100		
Remote Interface	Support		
Video Compression	H.265		
Video Decoding	PAL & NTSC		
Preview Resolution	2 MP or Full HD		
Preview	1, 4, 8, 16 pictures preview		
Third Party Cameras	Yes		
Electronic amplification (Digital Zoom)	Supports multiple step digital zoom in all camera		
Time display	Preview time display		
Channel status	Recording Icon, Motion detection, Alarm icon		
Video sequencing	Support single or multiple channel video sequence		
Recording Mode	Manual, scheduled, Motion based single setting applicable for all Channels		
Pre-record	5 - 30 sec		
Watermarking	Shows Channel number with date and time stamp		
Search Mode	Channel, Date & time		
Playback	4/ 8/ 16 channel synchronous playback		
Audio Playback	Support		
Backup Mode	USB Flash drive / Network download		
Playback Remote	Support		
Remote setting	Support		
Synchronous Video /Audio	YES		

Mobile phone surveillance (Free with the product)	Apps for android, iphone			
Virtual Alarm Interface	Video loss, motion detection, hard disk failure, Net disconnection, Disk NO Space, NO Disk			
Alarm Output	Buzzer, Hardware alarm output, POP up message			
Motion Detection	Self-defined Zones, Sensitivity setting for each channel			
Firmware Upgrade	USB & Internet			
Auto restart support	YES			
Log management	User, Operation, Storage & Alarm based logs will be stored			
Operating temp	- 10 to 50 degree Celsius			
Intelligent Video Functions	Face Detection, Alarm trigger for Video quality detection, line crossing, Intrusion detection			
Operating humidity	10 % to 90 %			
human-computer interface	Mouse, Soft Keyboard , GUI, Remote control			
Certification	CE & FCC			
Make	Sony/ Samsung/ Cp Plus/ Hikvision/ Dahua/ Honeywell/ UNIVIEW/ Pelco/ Axis/ Bosch			

D. CABLES:

CAT 6 Ethernet cables

Make: Polycab/ Sterlite/ Finolex/ Havells/ RR Kabel/ DLink/ Hikvision/CP Plus

Certification: ISO certified

E. HARD DISK:

Hard disk should be of makes Seagate only. And should be capable of taking minimum 45 days recording.

I/ We have read and understood all the terms & conditions including the eligibility conditions, instruction for submission of tender forms, product specifications, etc. and all the information furnished by me hereunder is correct to the best of my knowledge and belief. I/We agree that I / we have no objection if enquiries are made about the work listed by me / us in the forms submitted.

7. I / We hereby agree to all the Terms & Conditions mentioned above without any condition whatsoever. I / We also further agree that all the deficiencies will attract penalty and the recovery will be affected without any notice to me/us.

Signature of Bidder/ Vendor with Seal

Date:

Place:

ANNEXURE C: FINANCIAL BID

A. PRICE COMPOSITION

The interested firms must visit the sites as listed in Annexure- D and quote the price in Indian rupees and inclusive of following:

- a. Cost of the 'CCTV System' with accessories, etc. F.O.R. destination: The rates quoted should be inclusive of all taxes and all charges for door delivery and installation etc., **but exclusive of GST**. No separate payment of whatsoever nature will be made other than the rates quoted. The Bidders shall be responsible to pay all statutory levies imposed by the State and Central Government such as Income Tax, Excise Duty, Octroi etc. and the rates quoted in the tender shall allow for the same. No reimbursement whatsoever shall be made to the Bidders on account of any taxes or duties or increase in the taxes/duties by act of any legislation.
- b. **The quantities of each item mentioned herein are only indicative in nature and the actual requirement may vary during installation.**
- c. The payment of cabling, apart from other items, will be on the basis of actual usage/ installation at each location.
- d. Rates quoted for Purchase should be valid for 1 year from the date of finalization of Rates & Issuance of approval letter. Within the validity period of one year, the Vendor is supposed to consider for supply of approved products on the same approved rate in case of further requirements intimated by LIC of India, **Thanjavur**, Divisional Office.
- e. All the above compositions taken together will be the basis for deciding L1bidder.

B. NO PRICE VARIATIONS

The Financial Bid shall be on a fixed price basis. No upward revision in the price will be considered since only basic price of items is being called for. For changes in GST, the vendor would be responsible for quoting the correct and current rate on their invoice.

C. DECISION ON L1

1. The tender would be decided in favor of the vendor who has minimum rates for the DVR and Hard disk (SATA support)alone and would be referred to as L1 from here- on. Other Items are optional.
2. If identical rates are found for more than 1 vendors the tender shall be decided in favor of the firm with higher average turnover calculated for the financial years: 2019- 20, 2020- 21 & 2021- 22.
3. No Sharing between the firms are allowed

PRICE BID PART- A: SITC of CCTV systems

S No	Description	Unit	Quantity	Unit Rate (Excl. GST)	Total
1	SITC of 30fps, 2 MP, IP IR, fixed lens, Dome Camera as per specification in Annexure- B, Table- B	No	As per actual usage	Figures:..... Words:.....	
2	SITC of 30fps, 2 MP, IP IR, fixed lens, Bullet Camera as per specification in Annexure- B, Table- A	No	As per actual usage	Figures:..... Words:.....	
3	SITC of 16 Channel DVR as per specification in Annexure- B, Table- C	No	As per actualusage	Figures:..... Words:.....	
4	SITC of 8 Channel DVR as per specification in Annexure- B, Table- C	No	27	Figures:..... Words:.....	
5	SITC of 32 Channel DVR as per specification in Annexure- B,Table- C	No	1	Figures:..... Words:.....	
6	Supply, Installation, Testing and Commissioning of 4 U rack including proving and fixing of trays and fixing of apparatus / DVRs inside the rack as directed	No	As per actual usage	Figures:..... Words:.....	
7	Supply, Installation, Testing and Commissioning of 2 U rack including proving and fixing of trays and fixing of apparatus / DVRs inside the rack as directed	No	As per actual usage	Figures:..... Words:.....	
8	SITC of SATA supported Hard Disk Drive SEGATE SURVILLANCE 4 TB	No	As per actual usage	Figures:..... Words:.....	
9	SITC of SATA supported Hard Disk Drive SEGATE SURVILLANCE 8 TB	No	27	Figures:..... Words:.....	
10	SITC of SATA supported Hard Disk Drive SEGATE SURVILLANCE 8 TB	NO	1	Figures:..... Words:.....	
11	4/8 POE SEMITCH 10/100	No	As per actual usage	Figures:..... Words:.....	

12	Supply and laying of CAT 6 (Unarmored) Cable suitable for CCTV installation with termination on either side for video transmission to be laid down through existing PVC Conduit as per actual requirements.	RM	As per actual usage	Figures:..... Words:.....	
13	Supply and laying of Heavy duty medium class 19 mm Dia FRLS PVC conduit .fixing necessary saddle etc. as per actual requirements.	RM	As per actual usage	Figures:..... Words:.....	
14	Supply and fixing of modular 3 nos switches (5/6A) and 3 nos. 5pin(5/6A) socket including modular plate & PVC box with necessary connection complete in all respect.	SET	As per actual usage	Figures:..... Words:.....	
GRAND TOTAL (A)					

8. ANNEXURE- D

Addresses of Various Offices/ properties under LIC of India, Divisional Office, Thanjavur

Sl.No.	ADDRESS	Sl.No.	ADDRESS
1	LIC OF INDIA JEEVAN JYOTHI,BRANCH OFFICE (302) NO.48,NEW STREET NEAR KEEZHA PALAM MANNARGUDI- 614001	15	LIC OF INDIA BRANCH OFFICE (75C) 990-B&C EMMANUEL BUILDING 8th CROSS, MATHURAPURI THURAIYUR - 621010
2	LIC OF INDIA ROCKFORT BRANCH (665) N.R.TOWERS, 75-C,SALAI ROAD TRICHY - 620018.	16	LIC OF INDIA BRANCH OFFICE (75D) JEEVAN JYOTHI, NEW STREET THIRUVARUR - 610001
3	LIC OF INDIA BRANCH OFFICE (740) R.S.No.21/B-3, POST BOX No.6 MAYILPALAYAM STREET PATTUKKOTTAI- 614601	17	LIC OF INDIA BRANCH OFFICE (75E) S.R.P.COMPLEX No.71, VALAYALKARA STREET ARUGANKULAM ROAD ARANTAHANGI - 614616.
4	LIC OF INDIA BRANCH OFFICE -(741) JEEVAN CHOLA, TRICHY ROAD THANJAVUR - 613007	18	LIC OF INDIA BRANCH OFFICE (75F) 100-A, GANDHIJI ROAD POST BOX No.6 SRIRANGAM, TRICHY - 620006.
5	LIC OF INDIA BRANCH OFFICE UNIT-I (742) POST BOX No.17, NO.16, Dr.BESANT ROAD KUMBAKONAM - 612001	19	LIC OF INDIA BRANCH OFFICE (75G) 146/2, VEDARANYAM ROAD NEAR GOVT.HOSPITAL THIRUTHURAIPOONDI -614713
6	LIC OF INDIA BRANCH OFFICE (743) POST BOX No.27 NEELA WEST STREET NAGAPPATTINAM -611001.	20	LIC OF INDIA BRANCH OFFICE UNIT-II (75H) 28- A,GANDHIJI NAGAR KUMBAKONAM - 612001.
7	LIC OF INDIA BRANCH OFFICE (744) 90/A- 1 MAHATMA GANDHI ROAD CAUVERY NAGAR MAYILADUTHURAI - 609003	21	LIC OF INDIA BRANCH OFFICE (75J) No.107- A,VENKATESAPURAM TRICHY MAIN ROAD PERAMBALUR - 621212.
8	LIC OF INDIA BRANCH OFFICE UNIT-I (745) UNITED INDIA BUILDING POST BOX No.56 MADURAI ROAD TRICHY - 620001.	22	LIC OF INDIA BRANCH OFFICE (75M) O.S.V.COMPLEX - I FLOOR MAIN ROAD, KEERANUR - 622502.
9	LIC OF INDIA BRANCH OFFICE UNIT-I (746) POST BOX No.54 526, NORTH PRADAKSHINAM ROAD KARUR - 639001	23	LIC OF INDIA BRANCH OFFICE (75N) JEEVAN PRAKASH GANDHIJI ROAD THANJAVUR - 613001

10	LIC OF INDIA BRANCH OFFICE (756) JEEVAN MAALIGAI 2429,NORTH MAIN STREET PUDUKKOTTAI - 622001.	24	LIC OF INDIA BRANCH OFFICE (75P) PLOT Nos.8-11, NEAR NEW TOWN MALAIKOIL,THANJAVUR MAIN ROAD THIRUVERUMBUR - 620019.
11	LIC OF INDIA BRANCH OFFICE (757) JEEVAN JYOTHI POST BOX No.2, TRICHY ROAD ARIYALUR - 621704	25	LIC OF INDIA BRANCH OFFICE UNIT-II (75R) No.14/2, THIRU.VI.KA.ROAD BUS STAND ROUNDANA KARUR - 639001.
12	LIC OF INDIA CAREER AGENTS BRANCH (809) K.R.T.BUILDING, PROMANADE ROAD POST BOX No.109, TRICHY - 620001.	26	LIC OF INDIA BRANCH OFFICE (75S) No.185, CHURCH STREET KARAIKAL - 609602.
13	LIC OF INDIA CONTONMENT BRANCH (75A) T.S.NO.35/3,DINDUGUL ROAD (OPP.O NATIONAL COLLEGE) KARUMANDAPAM, TRICHY - 620001.	27	LIC OF INDIA BRANCH OFFICE (7226) JEEVAN JYOTHI 77, NORTH CAR STREET SIRKALI - 609110.
14	LIC OF INDIA BRANCH OFFICE (75B) VAIGAINALLUR AGRAHARAM KULITHALAI - 639104.	28	LIC OF INDIA DIVISIONAL OFFICE JEEVAN PRAKASH POST BOX NO.39, GANDHIJI ROAD THANJAVUR - 613001.

Sl.No	ADDRESS	Sl.No	ADDRESS
1	LIC OF INDIA SATELLITE OFFICE, I-FLOOR, REJENA COMPLEX OPP.TO NEW BUS STAND 50, THIRUTHURAIPOONDI ROAD MUTHUPETTAI - 614704.	15	LIC OF INDIA SATELLITE OFFICE , 1st FLOOR SRI THAMBUSAMI PADAYACHYAR VANIGA VALAGAM, 76/1, T.PALUR ROAD JAYANKONDAM.
2	LIC OF INDIA CLIA SATELLITE OFFICE I-FLOOR,No.18/13-P, IVORY PLAZA ROYAL ROAD, NEAR CENTRAL BUS STAND, CANTONMENT, TRICHY - 620001.	16	LIC OF INDIA SATELLITE OFFICE 23/1, 1st FLOOR, R.V.CHETTIYAR COMPLEX, DINDIGUL ROAD MANAPPARAI-621306.
3	LIC OF INDIA SATELLITE OFFICE, No.23, 1st FLOOR VINAYAGA JEWELLERY UPSTAIRS AVANAM ROAD, PERAVURANI -	17	LIC OF INDIA SATELLITE OFFICE JAMAL TIMBER DEPOT 1/A-1, THURAIYUR ROAD MUSIRI - 621211.

4	LIC OF INDIA SATELLITE OFFICE, 1st FLOOR No.3, SAIVA MADA STREET ORATHANADU - 614625, THANJAVUR (DT)	18	LIC OF INDIA SATELLITE OFFICE I-FLOOR, GANI COMPLEX OPP. ANNA STATUE No.46/3, THANJAVUR ROAD NEEDAMANGALAM - 614404.
5	LIC OF INDIA SATELLITE OFFICE, SARA COMPLEX 5-B/36, SETHU ROAD, ADHIRAMPATTINAM PATTUKKOTTAI (TK) - 614701.	19	LIC OF INDIA SATELLITE OFFICE No.11/1-A, BAZAAR STREET KORADACHERY MAIN(LF) ROAD KODAVASAL THIRUVARUR (DT) - 612601.
6	LIC OF INDIA SATELLITE OFFICE, KRA SHOPPING MALL MUKKUTTU SALAI, MADUKKUR, PATTUKKOTTAI TK-614903.	20	LIC OF INDIA SATELLITE OFFICE 1st FLOOR, M.R.V.COMPLEX, 146,POOVALUR ROAD LALGUDI - 621601.
7	LIC OF INDIA SATELLITE OFFICE 519/43, AKILA COMPLEX ODATHURAI STREET NEAR NEW BUSSTAND THIRUVAIYARU - 613204.	21	LIC OF INDIA SATELLITE OFFICE 116,THURAIYUR MAIN ROAD MANNACHANALLUR TRICHY (DT) - 621005
8	LIC OF INDIA SATELLITE OFFICE No.143/2B, FIRST FLOOR, BUDALUR ROAD, THIRUKKATTUPALLI, THIRUVAIYARU TK, THANJAVUR DT- 613104.	22	LIC OF INDIA SATELLITE OFFICE MELA MADAVILAGAM NEAR WEST GOPURA VASAL VEDARANYAM - 614810
9	LIC OF INDIA SATELLITE OFFICE SELECTION GRADE TOWN PANCHAYAT BUILDING 126,SALIAMANGALAM ROAD PAPANASAM - 614205.	23	LIC OF INDIA SATELLITE OFFICE SAMBANDAM & BROTHERS COMPLEX, 1st FLOOR, BAZAAR STREET, THALAINAYAR, VEDARANYAM (TK) - 614712.
10	LIC OF INDIA SATELLITE OFFICE I-FLOOR,1/217 MAYILADUTHURAI ROAD OPP.PETROL BUNK, NEAR TELEPHONE EXCHANGE SEMBANARKOIL - 609309.	24	LIC OF INDIA CLIA SATELLITE OFFICE, 1st FLOOR 318/17,VENKATESAPURAM STREET TRICHY MAIN ROAD PERAMBALUR - 621212.

11	LIC OF INDIA SATELLITE OFFICE, I-FLOOR SS PILLAI COMPLEX 12,THOTTAM KEELA VEETHI, PORAYAR THARANGAMBADI TK-609307.	25	LIC OF INDIA SATELLITE OFFICE 1 st FLOOR, ANU COMPLEX TRICHY-CHENNAI MAIN ROAD PADALUR, ALATHUR (TK).621109
12	LIC OF INDIA CLIA SATELLITE OFFICE No.6-A, HARSHAA TOWERS THIRU.VE.KA. ROAD, KARUR - 639001.	26	LIC OF INDIA SATELLITE OFFICE POOMBUHAR COMPLEX 1st FLOOR, DHARAPURAM ROAD ARAVAKURICHI KARUR DT - 639201.
13	LIC OF INDIA SATELLITE OFFICE No.34, 1st FLOOR, MELA RATHA VEEDHI V.M.COMPLEX, PONPUDHUPATTI PONNAMARAVATHI - 622407.	27	LIC OF INDIA SATELLITE OFFICE SUSILA BHAVAN, 3/1, 1st FLOOR WEST STREET, NANNILAM, THIRUVARUR (DT) - 610105.
14	LIC OF INDIA SATELLITE OFFICE, 334-A, 1st FLOOR PRM ALAGIRI MANI COMPLEX GANDHI ROAD, ALANGUDI PUDUKOTTAI (DT) - 622301.		

Total locations: 55

I/ We have read and understood all the terms & conditions, including the eligibility conditions & instruction for submission of tender forms. Also, all the information furnished by me hereunder is correct to the best of my knowledge and belief. I/We agree that I / we have no objection if enquiries are made about the work listed by me / us in the forms submitted.

Signature of Bidder/ Vendor with Seal

Date:

Place:

9. **ANNEXURE- E: MANUFACTURER'S/DEALER'S AUTHORISATION FORM [MAF]**
[TO BE SUBMITTED, IN ORIGINAL, ON OEM'S LETTERHEAD]

THE CHAIRMAN [STORES COMMITTEE]
LIC IN INDIA
DIVISIONAL OFFICE, Thanjavur : 482002

Dear Sir,

10. Sub: **Supply, Installation, Testing & Commissioning(SITC) of CCTV DVR and Hard disk at various offices under LIC of India, Divisional Office, Thanjavur**

We hereby certify that M/S (Name & Address)
is an Authorised Channel/ Partner/ Authorised Dealer (Tick correct option) for Supply
of (Equipment details)
of (Specify Make)
manufactured by our company for the last (Specify) Years.

Further, we certify that the Authorised Channel Partner/Authorised Dealer ship agreement with
M/S is in force and is valid up to (Specify Period).

Further, we hereby certify that M/S is authorised to participate in
the tender process for Supply, Installation, Testing & Commissioning(SITC) of CCTV cameras at various offices
under LIC of India, Divisional Office, Thanjavur on our behalf and submit bids. We undertake to honor the
Warranty terms & conditions as per the tender documents independent of continuation of the channel
partnership/ authorised dealership arrangement with M/S
Either directly or through any of our channel partners/ authorized dealers.

I/ We hereby undertake that all equipment and materials used shall be standard components that are
regularly manufactured and used in our system. Also, they shall be in accordance with the specifications
given herein and the equipments and materials offered will be made available & supplied during the
currency of the empanelment.

Further, we confirm that the undersigned is authorized to issue this letter.

Date & place:

Authorized Signatory
Signature
Name
Mobile /contact number

11. ANNEXURE- F:

INTEGRITY PACT

General:

This Agreement (hereinafter called the Integrity Pact) is made on..... day of the month of2019. , 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/srepresented 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 on 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.

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.

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 shall appoint (hereinafter referred to as Monitors) for this Pact in consultation with the Central Vigilance Commission from time to time.

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.

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, LIC 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 LIC 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 up to 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

Deptt./

BIDDER

CEO:

Witness

1.....

1.....

2.....

2.....

(Note: Bidder/Seller/Service Provider
Stores/equipment/item/service

Annexure- G

Instruction to the Bankers: This Bank Guarantee to be executed on appropriate value of stamp paper and to be directly sent to LIC by Registered A.D. Post.

SPECIMEN OF BANK GUARANTEE

To,
Life Insurance Corporation of India,

Dear Sirs,

M/s. _____ (Name of the Bidder with address), (hereinafter called as "Bidder") have taken up the work ----- for the period ---, entrusted to them by Life Insurance Corporation of India, (constituted under Insurance Act, 1938 and the Life Insurance Corporation Rules, 1956) having its Head Office at "Yogakshema", Jeevan Bima Marg, Mumbai-400021, as per order dated _____ for _____ for the period _____.

As per the tender conditions for execution of job of -----for the year -----, the Bidder is required to deposit Bank Guarantee of Nationalized Bank/ Reputed Scheduled Bank, to the extent of 10% of the order value of the Contract. _____ Bank is executing the guarantee on behalf of the Bidder and undertakes full responsibility to indemnify Life Insurance Corporation of India, for Rs. _____ in case of default in performing any of the terms and conditions of the tender and the order dated _____.

The Bidder has approached us and at their request and in consideration of the promise, we Bank, _____ a _____ body _____ corporate, _____ constituted _____ under _____ Act, 19..... having its Head Office at _____ and a branch at _____ (hereinafter called the "Bank") have agreed to give such guarantee as hereinafter mentioned in your favour.

WE, _____ Bank, do hereby undertake to indemnify Life Insurance Corporation of India to the extent of Rs. _____ (Rupees _____ Only) against any loss caused to or suffered by Life Insurance Corporation of India by reasons of non-performance, poor performance, etc.. in terms and conditions of the tender of contract and against any loss caused to or suffered by Life Insurance Corporation of India towards the poor quality and undertake and agree with you that in the event of Life Insurance Corporation of India being satisfied that the default has been made by the Bidder in performing any of the terms and conditions of the tender and/or in payment of any money payable to Life Insurance Corporation of India, we _____ Bank shall on demand pay to you without any demur in such manner as you may direct the said amount of Rs. _____ (Rupees _____ Only) or such portion thereof not exceeding the said sum as you may require or is payable to you by the Bidder for all or any such default and you can look to us as the Principal Debtor.

THE guarantee herein contained shall not be determined or affected by any dissolution or change of constitution or insolvency of the Bidder _____ (Name) but shall in all respects and for all purposes be binding and operative until full payment of all monies due to you in respect of such liabilities is received by you to secure your ultimate dues in the promises.

WE further agree that we shall not be discharged or relieved from this guarantee herein contained by any arrangement made between the Bidder and Life Insurance Corporation of India with or without our consent or by any forbearance/indulgence and/or any act or omission/ commission on your part, will not vitiate our liability under this guarantee.

WE, _____ Bank lastly undertake not to revoke the guarantee during its currency except with the previous consent of Life Insurance Corporation of India in writing.

Notwithstanding anything contained hereinabove, our liability under the guarantee is restricted to Rs. _____ (Rupees _____ only) and will remain in force till _____.

Unless a demand or claim is made on us in writing on or before _____, all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all our liability under the guarantee thereafter.

Dated at _____ this _____ day of _____