



Office Services Department

Asansol Divisional Office, "Jeevan Prakash", G T Road (West End). PO Asansol, WB 713304

Ref : LIC/ADO/OS/SM

Date 14.10.2026

Tender Notice No 04/2026-27

Tender Notice – Purchase of IT Consumables-Ribbon/cartridges/heads

Sealed Tender is hereby invited from the bidders who have registered office in West Bengal from for the following IT Consumable items.

Item	Item Description	Make	Quantity to be purchased
1	Epson LQ 1310 Printer Ribbon Cartridge	Epson	3500
2	Epson LQ 1310 Printer Head	Epson	125
3	Tally Genicom LP Ribbon Cartridge 6800/6600	LIPI	80
4	Printronix LP Ribbon Cartridge 1000N/7010	Printronix	30
5	TVS MSP 355 Printer Head	TVS	10

Tender No 04/2026-27 is a two packet bid and thus participating bidders are hereby instructed to submit Financial Bid (Annexure A) and Technical Bid (Annexure B, C & D) in two separately sealed envelopes. The envelopes should be clearly marked as Financial Bid & Technical Bid- else the tender will be cancelled.

The sealed quotation should be addressed to the following addressee mentioning on the top of the envelope "Quotation for IT CONSUMABLES - Tender Closing Date 28.10.2026 ".

The addressee must be:

The Manager (OS)

Life Insurance Corporation Of India

Asansol Divisional Office, Jeevan Prakash, West End GT Road, PO- Asansol, WB-713304

***Tenders received after due date due to any reason will not be considered. Further LIC reserves the right to accept or reject any tender or whole tender process at any time without assigning any reason thereof. LIC, Asansol Divisional Office reserves the right to call for missing /additional requirement/clarification or otherwise from the vendor at the time of analysis of the tenders received in response to this notice.**

Tender Floating Date: 14.10.2026

Tender Closing Date: 28.10.2026 till 4.00 pm

Tender Opening Date: 29.10.2026 at 12.00 pm


Sr Divisional Manager
Asansol Divisional Office, LIC