



Instructions to Bidder/Applicant.

1. The Tender/Application forms will be available between 25.07.2023 to 09.08.2023 between 11.00 am to 5.00 pm on week days (Excluding Saturdays, Sundays, and Holidays). The Tender forms can be downloaded from our website www.licindia.in.
2. The last date of receipt of application is 10.08.2023 up to 3.00 p.m.
3. Premises can be inspected from 25.07.2023 to 09.08.2023 between 11.00 a.m. to 4.00 p.m (excluding Saturdays, Sundays and Holidays). The intended/interested bidder/applicant may contact following official for inspection of premises purpose.

For Ambajogai Branch Office	For Latur-1 Branch Office	Jeevan Suman CIDCO Aurangabad
Sr.Branch Manager, L.I.C OF INDIA Jeevan Jyoti, Opp Y.N.Vidyalaya, Parli Road, Ambajogai Pin code 431517	Branch Manager, L.I.C Of India, Jeevan Jyoti Nr.Hajgude Hospital, Ambajogai Road, Latur Pin code 413512	Branch Manager L.I.C of India, Jeevan Suman Bldg. Plot no.3, N-5, Town Centre, near CIDCO office Aurangabad Pin code 431003
Approx area 2000 sq.ft.	Approx.area 3080 sq.ft.	Approx.area 829 sq.ft.

4. The offer received after the last date and time mentioned above shall be rejected. In case the last date of issue/receipt/opening of tender form is declared/happens to be public holiday, the tender will be issued/received and opened on the following/next working day at the same time.
5. The application should be sent in sealed cover super scribed “**Application for leasing office space**” addressed to:
Manager (Estate)
Life Insurance Corporation of India,
Division Office, Jeevan Prakash
Adalat Road, Aurangabad-
6. The Bids will be opened on 11.08.2023 at 2.30 p.m. in the presence of the bidders or their authorized representatives, if any, who choose to attend.
7. The Applicant should state the nature of intended usage of premises, giving full Name, Address, Tel. No. of the person for contact.
8. The Rent per month should be quoted **per sq.ft. area** exclusive of Taxes separately for the interested premises.
9. **No Commission/Brokerage will be paid to Estate Agents/Brokers from our side.**

The Sr. Divisional Manager, Aurangabad reserves the right to accept any Bid/Tender/Application or to reject any or all Bid/Tender/Application at his sole discretion without assigning reasons thereof.

Sr.Divisional Manager

Place: Auranabgad

Date:19.07 .2023.

Declaration by the bidder:-

I have gone through all the above instructions and agree to abide by them.

Signature of bidder with seal
