

NOTICE FOR EMPANELMENT

Applications are invited from the Vendors/Firms (Including existing empanelled vendors) for the empanelment for various jobs for LIC of India, Divisional Office, Kadapa for THREE years commencing from 01.04.2016 to 31.03.2019.

**APPLICATIONS ARE TO REACH BELOW MENTIONED ADDRESS ON OR
BEFORE 01.30 PM ON 17.12.2016**

MANAGER (E&OS) DM
LIC OF INDIA
DIVISIONAL OFFICE
COLLEGE ROAD
KADAPA – 516004 A.P.

Applications received after the due date will not be considered.

1. Each application must accompany with DD for Rs.100/- towards processing fee. It is NON REFUNDABLE. Demand Draft is to be drawn in favour of "LIC OF INDIA" payable at "KADAPA".
2. Separate application is to be submitted for each category/sub category along with processing fee. However fee may be paid by one DD giving DD details on each application.

PRINTING STATIONERY **(APPLICANTS ARE TO SUBMIT ANNEXURE 'A', 'B' & 'C')**

S. No.	Category No.	Item of Empanelment
1	A-1	Printing Stationery
2	A-2	Continuous Stationery Both Blank & Printed Stationery
3	A-3	Envelops, Policy Dockets and Loan Dockets etc.,
4	A-4	Policy Wallets & Plastic Folders
5	A-5	Security Printers – Policy Bond Stationery
6	A-6	Local Vendors for Printing Stationery & Table Stationery

Office Equipment, Fixture, ACs, Water Coolers and Air Coolers **(APPLICANTS ARE TO SUBMIT ANNEXURE 'A' & 'C')**

S. No.	Category No.	Item of Empanelment
7	B-1	Furniture & Fittings (Wooden, Iron & Steel), Safes, Fire/Water Proof Storage equipment and Steel racks/cupboards etc., Weighing machines.
8	B-2	Water Coolers, Water Purifiers, Air Coolers, Photo Copier Machine, R.O. Systems, Air Conditioners (Window, Split & DUCT ACs)
9	B-3	Telecommunication equipments such as EPABX, FAX, Intercom etc., along with Comprehensive AMC.
10	B-4	Note Counting Machines, Fake Note detectors and its Comprehensive AMC.

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**Service Providers
(APPLICANTS ARE TO SUBMIT ANNEXURE 'A' & 'C')**

S. No.	Category No.	Item of Empanelment
11	C-1	Service Providers for Courier Service.
12	C-2	Service Providers for Office Up Keep & Garden maintenance, Housekeeping, General Assistants and Scavengers etc.
13	C-3	Service Providers for Comprehensive AMC FOR AIR CONDITIONERS (FOR WINDOW, SPLIT & DUCT Acs), Water Coolers and Air Coolers etc.,
14	C-4	Service Providers and Security Services
15	C-5	Booking of Air Travel/Flight Tickets

**Vendors / Suppliers for Gift Articles
(Applicants are to submit Annexure 'A' & 'C')**

S. No.	Category No.	Item of Empanelment
16	D-1	Vendors for supply of Competition Prize articles, Gift Articles, Gold/Silver Coins, Mementos, Trophies, Home Appliances, Signages/Glow Signs, Flex Printing, Wall Paintings / Bus Panels, Maintenance of Welcome Boards etc.,

SENIOR DIVISIONAL MANAGER