



OS/Estates department
Divisional Office -1, P.B. No. 6694, II floor,
Jeevan Prakash Building, J.C. Road,
BANGALORE 560 002
Phone No. 080 22966509

OTHER GENERAL CONDITIONS:

- 1) The Agency shall obtain at his own expenses all licenses, permission etc., as may be required by law and shall bear all taxes imposed by any Government /Municipal Authority/Agency.
- 2) List of persons engaged is to be submitted by the contractor with their respective photos and bio-data to the LIC OF INDIA, DO I, BANGALORE.
- 3) Daily attendance sheet of the persons to be submitted to LIC OF INDIA.
- 4) In case of absence for a day or more, alternative arrangement / replacement should be made.
- 5) The Agency shall replace any person deployed by him, if found unsuitable by the LIC OF INDIA, with a suitable substitute forthwith.
- 6) The guards should have identity cards giving their Bio-data, Photograph etc., the agency shall provide one type of uniform (clothes) to them and those employed by the Agency shall wear their respective clean and tidy uniform with badges throughout, while they remain at office premises.
- 7) The contractor shall provide continuous service on a day. A panel of attendants shall be communicated to the LIC OF INDIA by the Agency and the persons named in the panel shall be accountable for all the services covered by the contract. Services of security personnel shall be available round the clock.
- 8) If any person employed by the Contractor is injured or rendered partially / permanently disabled due to any reason such as accidents, fire etc., during the working hours, it is the sole responsibility of the Contractor to take necessary care in respect of such personnel as per the relevant labour laws. LIC OF INDIA does not hold any responsibility in this regard or otherwise.
- 9) The Agency shall be personally responsible for implementing all the provisions of the Labour Laws or any other law as may be in force from time to time and as may be required in respect of the persons engaged by him in this behalf including the laws relating to engagement of child labour for any Purpose whatsoever at office. LIC shall not be responsible for violation of any of the laws/rules/regulations to be followed by the contractor in this regard.

- 10) The contractor should supply the uniform to the workers at his cost with colour specifications. It should be noted by the contractor that in case any of the workers employed by the contractor are found to be on duty without an uniform, a penalty of 10% of daily wage per guard per day will be imposed and will be deducted from the monthly bill. If any guard is absent on any day, a recovery of proportionate wages per day per head will be made from the monthly bill.
- 11) The Agency shall not have any tenancy rights by virtue of entering into agreement except as described in the agreement.
- 12) The Agency should attend the meetings whenever called for by the LIC of India, otherwise at least once in a week and abide by the instructions given by the LIC OF INDIA from time to time.
- 13) The contractor shall submit the Daily Attendance of workers reported to duty, with remarks to OS/Estates Department, Divisional Office 1, Bangalore, based on which, monthly bills will be settled.