

Divisional Office, Jeevan Prakash, Ayodhya Road, Beniganj, Faizabad- 224001

**APPLICATION FORM FOR EMPANELMENT FOR PUBLICITY RELATED
WORK IN LIC FAIZABAD DIVISION**

**Categories for publicity work for which applied
(Kindly write Yes or No in below column of category of work)**

1	2	3	4	5	6	7	8	9	10

No.	Information Sought	Information Provided
1)	Name of the Firm, (in Block letters)	
2)	Nature of Ownership	
3)	Date of Establishment/ Incorporation of the Firm	
4)	Telephone Nos., Office Fax No. Mobile No. E-mail address • Telephone nos. • Telephone nos. • Telephone nos. • Date of Establishment of Firm 'in present Name	
5)	Complete address of Head Office (if separate) and telephone no., Fax no. & E.mail id	
6)	Status : Whether Proprietary/ Partnership/ Private Ltd company/	
7)	Names of the Partners /Directors / Proprietors	
8)	Name of Chief Executive with his present addresses and telephone number	
9)	Name of Representative (s) with designation who would be calling on us and attending to our jobs.	

10)	Name of Bankers with addresses & telephone number	
11)	Is the Firm registered under the Shop Establishment Act? If so, state • License number • Date of last renewal of license (copy of license to be enclosed) • PAN(Copy to be enclosed) • ESIS No if any • EPF registration No.	
12)	a) PAN Card No (copy to be enclosed) b) Labour License no and validity under section of Labour Laws.(enclose photo copy)	
13)	Whether holding certificate under Shops & Establishment Act duly renewed (copy should be enclosed)	
14)	State the latest Income Tax Assessment Year and the amount of tax assessed (copies of last 3 years IT Returns, Balance Sheet and Profit & Loss A/c to be enclosed)	
15)	Turn over for last 3 years F.Y. 2016-2017 F.Y. 2015-2016 F.Y. 2014-2015	
16)	Has your firm been blacklisted / removed earlier by LIC or any of the PSUs / BFSI / Govt / semi Govt. Quasi govt departments in India.	
17)	Name of the Bankers with address & Telephone Nos.	
18)	GST No / VAT No/ Service Tax Regs. No /TAN No (Copies to be enclosed)	
19)	Are you agreeable to abide strictly by the Terms and conditions of the Tender and contracts (copies annexed)	
20)	, If your firm is already empanelled with any office of LIC of India or any other PSU (Central) please give name and address of the office / s.	
21)	Name , addresses and telephone Nos. of three of your most valued clients (separate list may be attached)	
22)	Mention any other specialties of your Establishment	

23)	Are you agreeable to do work at all the 13 Branch offices under Faizabad Divisional jurisdiction (Some of which are out of Faizabad City)	
24	Are you agreeable to enter into a Rate contract of Running Contract or Fixed Quantity Contract with us? YES / NO	
25)	Is the firm Registered under the Factory Act 1948- 1. License No. 2. Dt. of last Renewal of License 3. ESIS No. 4. EPE Reg. No. (Pl. attach Photocopy of above)	
26)	Whether registered under the central sales tax rules, mention CST No.....(Enclose copy.)	
27)	Is the firm registered for micro & small enterprises (MSE) with director of Industries/ District Industries centre as manufacturing/service enterprises of registered with National Small Industries Corporation (NSIC) under single point vender registered scheme. If so, enclose copy.	
28)	Is the firm owned by SC/ST entrepreneurs? If so enclose copy.	

Please type the form or fill it legibly in ink. Use separate sheet if space provided is insufficient. All the pages of application form and documents must be signed with seal.

I/We _____
request Life Insurance Corporation of India, Faizabad Divisional Office, to consider inclusion of my / our firm / company in the list of their approved firms / suppliers / Service Providers for Publicity related work and hereby assure to extend full cooperation up to the satisfaction of Corporation in the event of their doing so.

I / We agree to abide by all the rules & regulations framed by the Corporation from time to time.

Dated at _____ this _____ day of _____ 2018

Signature with Office Seal

Name

NAME & DESIGNATION.....