



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Divisional Office, SCO-3,4,5 , Sector-I, Rohtak-124001
Telephone No. (01262)228329 Email os.rohtak@licindia.com

Tender Notice for Hiring of premises for Guest House in Rohtak

LIC of India intends to hire premises for Guest House from the Individuals/firms in Sector-1 near LIC Divisional Office or within 1-2 KM radius under Two Bid System on lease basis admeasuring 1400-1800 Sq.Ft carpet area ($\pm$ 10% variation) in ready to occupy condition on Ground or First Floor. The last date of submission of Tender is 01.03.2019 up to 03.00 PM. For complete details and bid documents please log on to www.licindia.in or contact Office Services Deptt. Divisional office, Rohtak.

LIC of India reserves the right to accept or reject any or all offers in full/ part without assigning any reasons whatsoever.

Sr. Divisional Manager



Divisional Office, SCO-3,4,5 , Sector-I, Rohtak-124001

Life Insurance Corporation of India intends to hire premises which are ready to occupy condition from Individuals/ Firms only under 'Two Bid system' as per details given below:

Carpet area required	Location	Remarks
1400 to 1800 Sq.ft. ($\pm$ 10% variation)	Rohtak City	Should be located near LIC Divisional Office in Sector-1 or within 1-2 KM radius having three to four spacious Bedrooms with attached Bathrooms, Drawing–cum-Dining room, kitchen and caretaker room , in ready to occupy condition and suitable for use as Guest House premises.
Status of Premises	Free Hold/ Lease Hold with clear marketable title.	
Usage of the Property	Commercial or Residential	

The prospective bidders meeting the above requirements are requested to collect the tender documents on payment of Rs.118/- (100+18) (Rupees one hundred eighteen only) from the office at the above address. The tender documents will be issued from 08.02.2019 to 28.02.2019 between 10.00 am. To 3.00 pm. on all working days (excluding holidays, 2nd Saturday and Sundays). The last date for submission of filled in offers is 01.03.2019 up to 03.00 pm. The 'Technical Bids' will be opened on 02.03.2019 at 11.00 AM in the presence of bidders or their authorized representatives.

For complete details and bid documents please log on to www.licindia.in and go to tenders and click on the link 'Tender-Hiring of Guest House at Rohtak on lease basis.

Any Corrigendum / modification will be published on the website www.licindia.in only and will form part of the tender

LIC of India reserves the right to accept or reject any or all offers in full/ part without assigning any reasons whatsoever.

Sr. Divisional Manager



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Tender Schedule

S. No.	Description	
1	Name of Work	Tender for Hiring of Guest House at Rohtak
2	Cost of Tender (Non refundable)	118/- (Rupees one hundred eighteen only) (100+18 GST)
3	Earnest Money Deposit	2000/- (Rupees two thousand only)
4	Date of sale of tender document	From 08.02.2019 to 28.02.2019 between 10.00 AM to 03.00 PM on all working days (excluding Holidays, 2 nd Saturday & Sundays) from the above office on payment of non refundable cost by Demand Draft /Pay Order in favour of "Life Insurance Corporation of India" payable at Rohtak
5	Last Date & Time of receiving /submission of tender document	On 01.03.2019 up to 03.00 PM
6	Date & Time of opening of Technical Bids	02.03.2019 at 11.00 AM
7.	Date & Time of opening of Financial bids	Shall be intimated later on
8.	Time limit for handing over the possession of the premises	Within 30 days from the date of issue of acceptance letter
9.	Pre Bid Meeting	Will be held on 16.02.2019 at 11.00 AM at LIC Divisional Office Rohtak
10.	Notice period for termination of Contract	04 months from either side
11.	Validity of Tender	06 (Six) months from the date of opening of Technical Bid.

Sr. Divisional Manager



Divisional Office, SCO-3,4,5 , Sector-I, Rohtak-124001

Instructions to Bidder

1. The tender forms will be available from 08.02.2019 to 28.02.2019 between 10.00 am. to and 3.00 pm. on all working days (excluding Holidays, 2nd Saturday and Sundays).
2. The last date for submission of filled in tenders (both Technical and Financial Bids) is 01.03.2019 up to 3.00 pm. The offers received after the last date and time mentioned above will not be considered.
3. The filled in tenders should be submitted to the address given below:

**The Sr. Divisional Manager
LIC of India, Divisional Office,
SCO-3,4,5 Sector-1, Rohtak-124001**

4. The technical bid will be opened on 02.03.2019 at 11.00 AM in the presence of bidders or their authorized representatives who may like to be present. After preliminary scrutiny of the Technical Bids, verification of credentials, site inspection of the shortlisted premises offered by them, assessment of the offers, the Financial Bids of only those bidders, whose offers are found suitable to the Corporation, will be opened at a later date. The date of opening of Financial Bids will be intimated telephonically /in writing to those bidders only whose offers are found suitable.
5. The tender form consists of the following documents. i.e.,
 - a. Instructions to bidders and Terms and Conditions.
 - b. Technical part.
 - c. Financial part.

The offers are to be submitted in Two Bid system i.e., Technical Bid and Financial Bid. The Technical Bid consists of all the required information called for in the questionnaire and shall contain, inter alia, the details regarding the property viz., name of the property/ies, location, area of the plot, copy of sanctioned plan with completion/ occupation certificate, floor area of portion to be leased, specification of internal finishes, amenities, sanctioned electrical power load, usages of the property, title reports to confirm ownership and clear marketability, and other terms and conditions relevant to the hiring of premises (other than the price). The Technical Bid shall be submitted in sealed cover (Marked Envelope-1) super-scribing as 'Technical Bid' for Hiring of Guest House at Rohtak. The envelope shall contain the addressee's details and details of the bidder also.



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6. The Financial Bid shall contain only financial details i.e., rate/ rent per sq.ft. on carpet area basis and other financial implications. The Financial Bids will be placed in the Envelope-2 and super-scribed with addressee and bidders details. All the three envelopes (envelope-3 containing Earnest Money Deposit amount and Cost of tender fee) will be placed in a fourth envelope (Envelope-4) and sealed and submitted to the Sr. Divisional Manager at the address given above. The envelope must be super-scribed with 'Bids for Hiring of Guest House at Rohtak and the last date for submission 01.03.2019 at 3.00 PM and to be opened on 02.03.2019 at 11.00 AM
7. Earnest Money Deposit as per details given below in the form of Demand Draft/ Pay Order in favour of 'Life Insurance Corporation Of India' payable at Rohtak and the cost of tender fee (Non refundable) of Rs.118 /- (100+18 GST) (Rupees one hundred eighteen only), the Miscellaneous Receipt of the tender fee deposited or Demand Draft or Pay Order shall be submitted in sealed cover (Marked Envelope-3) super-scribing as 'Earnest Money Deposit for Hiring of Guest House at Rohtak along with the Technical Bid . EMD amount of Rs. 2000/-(Rupees two thousand only) Please note that no interest is payable on the Earnest Money Deposits.
8. In case the tender form is downloaded from the Corporation's web site, the non refundable tender fee of Rs.118- (100+18 GST) (Rupees one hundred eighteen only) may be remitted in the form of Demand draft/ Pay order drawn in favour of 'Life Insurance Corporation of India' payable at Rohtak
9. Refund of Earnest Money Deposit :-
 - a) Earnest Money Deposit of all unsuccessful Vendors/ bidders shall be refunded within one month's time after scrutiny and submission of Technical Assessment Report by Divisional Space Hiring Committee to the Sr. Divisional Manager. For refund processes enclose copy of PAN and cancelled cheque.
 - b) Earnest Money Deposit of other bidders (except lowest bidder) shall be refunded within one month's time after opening of Financial Bids.
 - c) Earnest Money Deposit of lowest bidder shall be refunded separately.
 - d) In case the lowest vendor/ bidder refused to offer premises after issue of allotment letter, a notice shall be served to them by giving 30 (thirty) days time failing which their Earnest Money Deposit amount lying/ retained with us shall be forfeited without any further correspondence.

Sr. Divisional Manager is the Competent Authority to refund /forfeit the EDM amount.



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10. The following documents should be enclosed with the offers:
 - a) A set of floor plans, sections, elevations and site plan of the premises offered showing the detailed dimensions, main approach road, road on either side if any, width of the road/s and adjacent properties etc. around the properties.
 - b) A copy of the title deed document
11. All the pages of the tender form are to be signed by the bidder. In case of joint ownership, all owners have to sign all the pages of the bids (Technical and Financial bids). Incomplete bids and bids lacking in details and with out signatures are liable to be rejected.
12. Tenderers should note that their tenders should remain open for consideration for a minimum period of 6 (Six) months from the date of opening of 'Technical Bids'.
13. Separate tender forms are to be submitted in case more than one property is offered.
14. The Tender Inviting Authority reserves the right to accept any tender or to reject any or all tenders at his sole discretion without assigning reasons thereof. The Tender Inviting Authority does not bind to accept the lowest tender.
15. A pre bid meeting will be held on 16.02.2019 at 11.00 AM in the Divisional Office Rohtak. Only 1 (One) representative per bidder will be allowed to attend the meeting and the name of the attendees will have to be informed to us at least one day in advance . Official attending the meeting will have to bring their company card/authorization letter at the time of Pre- Bid meeting for verification

Signatura of Vendor with Seal.

Place :

Date :



Divisional Office, SCO-3,4,5 , Sector-I, Rohtak-124001

Tender for Hiring of Guest House at Rohtak

This tender consists of two parts, viz., Technical Bid including Instructions to Bidders, Terms and conditions and Financial Bid containing expected price only. Separate Technical and Financial bids are to be submitted for each proposal. The Technical Bid, Financial Bid and the Earnest Money Deposit should be sealed in envelopes. The use of envelopes will be as under:

- a) Envelope marked as 1 - The duly completed Technical Bid be put in this envelope and sealed.
- b) Envelope marked as 2 - The duly completed Financial Bid be put in this envelope and sealed.
- c) Envelope marked as 3 - The Demand Draft or Bankers cheque for 'Earnest Money Deposit' and 'Cost of tender document' or the 'Miscellaneous Receipt' of the required value be put in this envelope and sealed.
- d) Envelope marked as 4 - All the three envelopes shall be placed in envelope marked – 4 and sealed (i.e. Envelopes marked as 4, will contain three envelopes marked as 1, 2 and 3) and submitted to LIC of India, in sealed condition super-scribing as 'Tender for Hiring of Guest House at Rohtak to be opened on 02.03.2019 at 11.00 AM.

Terms and Conditions

1. The terms and conditions along with the instructions will form part of the tender to be submitted by the tenderer to LIC of India, herein termed as Corporation.
2. Tender which is received on account of any reason whatsoever including postal delay etc. after the expiry of time and date i.e. 01.03.2019 at 03.00 PM fixed for submission of tenders shall be termed as 'late' tender and not to be considered. Such tender shall be returned to the concerned party without opening the same.
3. All vendors are requested to submit the tender documents (Technical Bid and Financial Bid) duly filled in with the relevant documents/ information at the following address:

**The Sr. Divisional Manager
LIC of India, Divisional Office,
SCO-3,4,5 Sector-1, Rohtak-124001**

4. All columns of the tender documents must be duly filled in and no column should be kept blank. All the pages of the tender documents are to be signed by the authorized signatory of the tenderer. Any over writing or use of white ink is to be duly initialed by the tenderer. The Corporation reserves the right to reject the incomplete tenders or in case where information submitted /furnished is found incorrect.

5. In case the space in the tender document is found insufficient, the vendors may attach separate sheets.
6. The offer should remain valid at least for a period of 6 months to be reckoned from the date of opening of 'Technical Bid'.
7. There should not be any deviation in terms and conditions as have been stipulated in the tender documents. However, in the event of imposition of any other condition, which may lead to a deviation with respect to the terms and conditions as mentioned in the tender document, the vendor is required to attach a separate sheet marking 'list of deviations'.
8. The Technical bids will be opened on 02.03.2019 at 11.00 AM in the presence of tenderers at our above office. All tenderers are advised in their own interest to be present on that date, at the specified time.
9. Corporation reserves the right to accept or reject any or all the tenders without assigning any reason thereof.
10. Canvassing in any form will disqualify the tenderer.
11. The short-listed vendors will be informed telephonically/in writing by the Corporation for arranging site inspection of the offered premises.
12. Income-Tax and Statutory clearances shall be obtained by the vendors at their own cost as and when required. All payments to the successful vendor shall be made by through NEFT only.
13. **The premises should have three to four spacious Bedrooms with attached Bathrooms, Drawing-cum-Dining room, kitchen and caretaker room .Property should be situated in good commercial/ residential area of the town/ city near LIC Divisional Office, Rohtak in Secor-1 or within 1-2 KM radius with congenial surroundings.**
14. The title report providing ownership and clear marketability is to be enclosed.
15. The Financial bid will be opened only if at least two Technical bids are found suitable. In any case single financial bid shall not be opened. Single valid tender or offer from State/ Central/ Agencies/ Undertakings may however, be opened by the Divisional Space Hiring Committee.
16. The premises shall be preferably freehold. Alternatively, if it is leasehold, in case of such premises, detailed regarding lease period, copy of lease agreement, initial premium and subsequent rent shall be furnished.
17. There should not be any water logging inside the premises and surrounding areas.
18. The premises should have good frontage and proper access.
19. The Lesser shall have no objection to the Lessee installing exclusive D.G.Set for the use of the lessee. If so desired by the lessee, the lessor shall provide suitable space for installation of Genset without any extra cost to the lessee.

20. Latest certificate from the Competent Authority of having paid all the updated relevant taxes indicating the details of the property offered for leasing out to LIC will be at the time of handing over the premises. .
21. Offers received from Government Bodies/ Public Sector Undertakings/ State Housing Boards etc. would be given preference.
22. The particulars of amenities provided/ proposed to be provided in the premises should be furnished in the technical bid.
23. The Lessor shall arrange for repairs and maintenance, white washing/ colour washing/ OBD painting/ painting to doors, windows etc. at the time of handing over the premises and repeat the same after every Four years. If the Lessor fails to carry out such repairs including periodical whitewashing and painting, the Lessee may call upon the Lessor in writing to do the same within one month from the date of receipt of such request and if the Lessor fails to carry out the same within that time, the Lessee shall be at liberty to get it done and adjust the amount spent or expended on such repairs, etc., with interest at the prevailing bank rate as applicable from the rent payable starting from the month following the month in which such job is done by LIC).
24. The bid will be evaluated on techno commercial basis giving weightage to the equivalent aspects in various parameters like location, distance from LIC Divisional Office, local railway station, amenities available, exclusivity, nearby surroundings, proneness to water logging/ flood etc. quality of construction, efficacy of the internal layout of premises and layout of buildings in the complex.
25. Tenders from intermediaries or brokers will not be entertained.
26. The premises offered should be in good and ready to occupy condition. The owners of the premises will have to hand over the possession of premises within 30 days after the acceptance of their offer by the department.
27. It may be noted that no negotiations will be carried out, except with the lowest tenderer and therefore most competitive rates should be offered.
28. **Rate per sq.ft. on carpet area:** The carpet area rate shall be inclusive of basic rent and all statutory charges (i.e. all taxes/ cess present and future – House tax, Property tax, and Municipal taxes etc.) Maintenance charges and Service charges like Society charges etc. but excluding GST. The rent will be paid from the date of taking possession of the premises. Nothing extra will be paid other than the monthly lease rent. Lease rent is payable in advance before 10th of every month.
29. **Lease period:** Minimum period of lease will be 9 years with 3 years lock - in period. and minimum notice period of four months from either side for termination of agreement. The escalation in rent will be @15% every after 3 years during the lease period. The lease period will be extendable for mutually agreed period & escalation in rent
30. **Addition and alteration works:** During the period of tenancy, if the lessee desires to carry out any addition and alterations works at its own cost as per the requirement of the Department, lessor will permit the same on the existing terms and conditions

and obtain any permission if required, from the local authority. Lessor will also provide space for display signboards without any extra cost.

31. **Lease agreement:** The lease agreement will be executed will be with the Owner/s as per LIC "s standard draft & rent will be paid to the respective owner/s accordingly.
32. **Income Tax:** will be deducted at source at prevailing rate.
33. **GST (if applicable) and on the prevailing rates will be borne by the Lessee and paid to the Lessor(Landlord).The Lessor shall issue the invoices in the format approved by the GST authorities.**
34. **Registration and stamp duty charges:** will be shared equally between the Lessor and the Lessee (50: 50).
35. **Possession of premises:** within 30 days from the date of receipt of acceptance of offer/ letter. The premise has to be painted and should be in habitable condition while taking over the possession.
36. **Water Supply:** The owner should ensure and provide adequate supply of drinking water and water for W.C and Lavatory throughout the lease period at his own cost.
37. **Electricity:**
 - a. The building should have sufficient electrical / power load sanctioned and made available to the Corporation.
 - b. If required, additional electric power will have to be arranged by the Lessor/ Offerer at his/ their cost from the energy suppliers.
 - c. Electricity charges will be borne by the lessee for the area taken on lease, on actual basis based on the separate meter which would be provided by the lessor. Any additional cost on the electrical connectivity will be borne by the owner/ lessor.
 - d. At the time of taking over possession of the premises, we will note the electricity meter reading in your presence or your authorized representatives. The electrical charges will have to be born by the owner up to that point.
38. **Parking:** The landlord shall provide Car and Two Wheelers parking space (Open/ Covered) for the visitors without any extra cost:
39. **Carpet area measurements:** The carpet area measurements shall be as per Bureau of Indian Standards IS No.3861:2002. Joint measurements will be taken in the presence of LIC official and vendor/ authorized representative for finalizing the carpet area.

Signature of vendor with seal

Date :

Place:.....



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Annexure to be submitted by the vendor under Two Bid System Hiring of Guest House at
Rohtak

Reference No.....

(Note: The reference number to be filled up by the tenderers for the particular Premises offered and shall be quoted in price Bid also for easy and correct identification.

Sr			Detail	Remarks
1.			Details of Owner/Bidder	
	1.1		Name of the Lessor	
	1.2	a	Address of the Lessor	
		b	Phone No.	
		c	GST Number.	
		d	E - Mail ID	
		e	Permanent Account Number (PAN)	
	1.3	a	Name of the contact person duly authorized.	
		b	Phone No.	
	1.4	a	Constitution of vendor/ firm (Proprietary/ Partnership/ Private/ Pvt.Ltd./ Public Ltd/ PSU etc)	
	1.5	b	PAN numbers of the Lessor	
2	Details of the property :			
	2.1		Location and address of the property	
	2.2		Usage of the property (as approved by the Competent Authority) – Residential/ Commercial/ Residential cum Commercial/ Shopping centre	

	2.3	Whether the proposal for Guest House premises in a multi - storied building.		
		a	Number of floor in the building.	
		b	At which floor, the Guest house premises are offered.	
	2.4	Whether the property is mortgaged? If yes mention the details.		
		i	Name of the Organization where the property is mortgaged.	
		ii	Address of the Organization with phone no.	
		iii	Amount of loan availed.	
		iv	Tenure of mortgage	
		v	Residual mortgage period	
		vi	EMI paid.	
	2.5	Type of the property – Residential/ Commercial/ Residential cum Commercial/ Industrial		
	2.6	Area of the plot		
	2.7	Size of the plot		
		a	Frontage in meters	
		b	Depth in meters	
	2.8	Whether the locality is free from Special hazards like fire / flood etc		
	2.9	Please enclose copy of Title/Ownership etc		
	2.10	Please also indicate distance from the nearest		
		i	Railway (local) station	
		ii	Bus Stand	
		iii	Bank (Nearest)	
		iv	Distance from LIC Divisional Office in Sector-1 Rohtak	
		v	Hospital/ Schools/ Colleges/ Universities.	
	2.11	Year of construction. Enclose a attested copy of NOC or Occupancy certificate issued by the Municipal Authority or any other Government		

		Bodies.	
	2.12	Date on which premises can be handed over to LIC after finalization of the deal.	
	2.13	Built up area of the premises being offered now for Guest house usages on lease basis. Please enclose copies of approved plans.	
	2.14	What is the carpet area (for consideration purpose).	
3	Layout or Plan Specifications		
	3.1	No. of Bed Rooms	
	3.2	Size of rooms	(i) _____ Sq.ft (ii) _____ Sq.ft (iii) _____ Sq.ft (iv) _____ Sq.ft (v) _____ Sq.ft
	3.3	(i) No. of attached Toilets with Bed rooms	
		(ii) No. of common toilets	
		(iii) Size of toilets	i) _____ Sq.ft (ii) _____ Sq.ft (iii) _____ Sq.ft (iv) _____ Sq.ft (v) _____ Sq.ft
		(iv) wall tiles in toilets	
		(v) Type of sanitary fittings	
	3.4	Drawing room and its size	
	3.5	Dining Hall and its size	
		Wash basin in the dining area	
	3.6	No. of kitchens and size	
		Wall tiles in kitchen	
		Type of sanitary fittings	
	3.7	Servant room and its size	
	3.8	Type of structure (RCC / Steel framed/ load bearing).	

	3.9	Details of Flooring (M.M.Tiles/ Ceramic/ Vitrified/ Marble) or any other.	
	3.11	Details of Door shutters (Flush door/ Teak wood/ Aluminum / PVC) or any other.	
	3.12	Details of window shutters (Teak wood / Aluminum / steel) or any other with security grills or without security grills.	
4	Structural stability certificate if any (Certificate shall be from Licensed Structural Engineer of Municipal Corporation)		
5	Service		
	5.1	If Lift facility is available, please give details of Number of lifts, capacity, make and the year of installation.	
	5.2	Please indicate source of water supply.	
	5.3	Is bore well provided? If so what is the yield and depth of bore well.	
	5.4	Capacity of the over head tank feeding to the premises under consideration for leasing.	
	5.5	Please give details of sewerage system and for storm water disposal.	
	5.6	Please indicate whether the building is prone to flooding.	
6	Electricity		
	6.1	i What is the connected load to the building in KW / KVA?	
		ii Type of electric connection.	Commercial / Residential.
	6.2	Please indicate the type of wiring used , Aluminum or copper?	
	6.3	Whether ELCB is provided	Yes / No
7	Common services		
	7.1	Car parking	Open/covered.
	7.2	Two wheeler parking	Open/covered
	7.3	24 Hrs. water / Overhead tanks available.	Yes / No
	7.4	Generator for emergency. If yes mention, capacity of the Generator.	Yes / No
	7.5	Security arrangements if any, please give details.	

8	Details of Map/Sanctioned Drawing		
	8.1	Details of the Map of the property sanctioned by the Competent Authority.	
	8.2	If sanctioned, please enclose copy of approved Floor Plan/s, Sections, Elevations and Site Plan of the building.	
9	Other Information, if any		
10	List of Enclosures		

I/we declare that the information furnished above is true and correct to the best of my knowledge.

Signature of vendor with seal and date.

Date:.....

Place:.....



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Annexure to be submitted by the bidder under Two Bid System for Hiring of premises for Guest House at Rohtak

Financial Bid

Name of the Owner/ Vendor/ Firm:

Reference No.:.....

The Envelope –II containing Financial Bid is to be opened after scrutiny of Technical Bids, Inspection of the Properties and short listing of the properties

Sr.	Details of the property as per Technical Bid	Floor Level	Carpet area of the premises offered (sq.ft.)	Basic rent per sq.ft. of carpet area (in figure and words)- inclusive of all taxes Such as Municipal tax, House tax, Property tax, , cess and/ or any other levy and proportionate amount of Maintenance charges (Society charges, if any) but excluding GST	GST as per prevailing rates	Total Gross Rent
(1)	(2)	(3)	(4)	(5)	6	7=4*5+6
	Total					

Note: Vendors shall quote the rate and amount excluding registration and stamp duty charges for execution of lease agreement. Registration and Stamp Duty charges will be shared equally by the Lessor and the Lessee (50:50).

1. **Carpet area rate:** The carpet area rate shall be inclusive of basic rent plus all proportionate statutory charges (i.e. all taxes/ cess present and future – House tax, Property tax, and Municipal taxes etc.) Maintenance charges and Service charges like Society charges etc **but excluding GST**. The rent will be paid from the date of

taking possession of the premises. Nothing extra will be paid other than the monthly lease rent. Lease rent is payable in advance before 10th of every month.

2. **Carpet area measurements:** The carpet area measurements shall be as per Bureau of Indian Standards IS No.3861:2002. Joint measurements will be taken in the presence of LIC official and vendor / authorized representative for finalizing the carpet area.
3. **Validity of offer:** The offer should remain valid at least for a period of 6 (six) months to be reckoned from the date of opening of 'Technical Bid'.
4. If there are differences between the rates given by the bidder in words and figures or in the amount worked out by them, the following procedure shall be followed:
 - i) When there is a difference between the rates in figure and words, the rates which corresponds to the amount worked out by the bidder shall be taken as correct.
 - ii) When the amount of an item is not worked out by the bidder or it does not correspond with the rate written either in figures or in words then the rate quoted by the bidder in words shall be taken as correct.
 - iii) Whether the rate quoted by the bidder in figures and in words tallies but the amount is not worked out correctly the rate quoted by the bidder shall be taken as correct and not the amount.

Signature of vendor with seal.

Date :

Place:.....