



Annexure 'A'

APPLICATION FORM-Technical Bid (Part-1)

	Information Sought	Information Provided
1	Name of the Bidder: (In Block letters)	
2	Date of Establishment:	
3	Registration No for registration under Companies Act, 1956 (Please enclose photocopy of certificates)	
4	Correspondence Address & Telephone No. with e -mail ID	
5	Address of Head Office (If separate) and Telephone Number :	
6	Address and Telephone Number of the Godown (If separate) :	
7	Status: Whether Proprietary / Partnership / Private Ltd. Co. / Public Ltd. Co.	
8	Names of Proprietor/ Partners / Directors:	
9	Names of Chief Executives with their Present addresses & Telephone Nos. (Landline and Mobile)	
10	Names and Phone Nos. of Representative (s), indicating designations who would be : calling on us & attending to our jobs	

Authorised Signatory

Signatures

Name

Designation

Name,Address & Seal of the Firm/COMpany



11	NEFT Details-Name of Bankers with address & Telephone Nos.& IFSC Code (Cancelled cheque leaf to be attached)		
	EPF Registration No.(Please enclose photocopy of certificate)		
	Date of obtaining ISO 9001:2008 certificate (if applicable) and its validity up to (Please enclose photocopy of Certificate)		
12	Is the Bidder Registered under the following? (Submit copy of below mentioned document)		
	GST registration no :		
	PAN no:		
13	State the latest income tax assessed year & the amount of tax assessed. (Copies of last 3 financial years I.T. Returns, Balance Sheets & Revenue A/c to be attached)		
14	Mention the Annual Turnover of the Bidder for the last 3 financial years (Self attested copies in support of Annual turnover are to be enclosed)		<u>Annual Turnover</u>
		2018-19	
		2017-18	
		2016-17	
15	Whether all the Statutory requirements as directed by Government authorities are fulfilled ?		
16	Business Premises :		
	(a) Whether owned or rented :		
	(b) Area in Sq. ft. of		
	Office		
	Godown ,if any:		

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Signatures

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17	a] If the Bidder belongs to the category of Micro, Small enterprises as defined in the “Micro Small Enterprises Development Act, 2006,specify the category of Micro, Small Enterprises and whether the enterprise is in manufacturing or service industry (Proof of registration mentioning monetary limits and validity period etc to be attached)	
	B] Whether registration by filing entrepreneurs memorandum part –II ,with the respective District Industries Centre has been done OR is registered under Single Point Registration Scheme of NSIC? If yes then the Entrepreneur memorandum Number is to be mentioned and (copy of Acknowledgement of Entrepreneurs memorandum –II AND/OR Single point registration certificate to be submitted.)	
	C] Whether the MSE is owned by SC/ST entrepreneurs and if so , (self attested true copies of SC/ST Certificate issued by the District Authority to be submitted)	
18	Name of the offices of LIC of India/ prestigious PSU whom the Bidder has supplied the computer stationery, if any, during last three years (Attached copies of Orders)	
19	Names, Addresses and Telephone Nos. of your most valued Clients (The bidders should have worked for atleast 1 PSU or LIC during any one of the last 3 financial year. – self attested copies must be attached)	
20	Whether Bidder is in profession for supplying the computer stationery for 3 years (self attested copy of registration certificate/deed of partnership ,as the case may be, must be attached)	

Authorised Signatory

Signatures

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21	Whether Bidder has been blacklisted by any office of LIC of India or any PSU? (If yes, give details)	
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(Note: Please type this form or fill it legible in ink. If space provided is insufficient, Please type or write the replies on a separate sheet giving appropriate question number duly authenticating the same with seal and signature and attach it to the form)

I/We _____ request, Life Insurance Corporation of India, Divisional office, CHANDIGARH to consider our bid. We agree to abide by all the ELIGIBILITY CRITERIA AND OTHER TERMS AND CONDITIONS AND DUTIES of Supplier and assure to render the services to the fullest satisfaction of the Corporation.

Place.....

Date:

Sign.....

With seal of Firm/Company

Note: The Corporation reserves the rights to accept or cancel tender/ Bids of any of the Agencies at their absolute discretion without assigning any reason thereof. Applications received with incomplete information or alteration not authenticated with proper seal and signature will not be considered.

Authorised Signatory

Signatures

Name

Designation

Name,Address & Seal of the Firm/Company