Ref: RFP/LIC-CO/IT-BPR/NW/RFP/2017-18/02 Dated 31/01/2018

Section-F: Payment Terms

a) The Central Office of LIC at Mumbai will place orders for the links for all its offices spread across the country.

b) However, payments will be made by the Central Office for the orders placed for the Central Office only and by the respective Zonal offices for the orders placed for it and the offices under their jurisdiction.
The bandwidth charges are payable on quarterly basis in advance per site basis from the date of installation and acceptance by LIC for every fifty sites ordered per Zone and five sites for Central Office , installed and accepted by LIC. The quarterly payment will start accruing from the date of successful commissioning of links and acceptance by LIC. The quarters will be counted as April to June, July to September, October to December and January to March. If the implementation of a link takes place in the middle of the quarter the vendor shall provide the broken period bill till the end of the quarters mentioned above to synchronize the billing process with the above mentioned quarters.

c) The selected bidder should provide Invoices for each site separately. Proper GST invoices, to facilitate centralized payments should be submitted.

d) All invoices should have complete details of site with respect to the claim period and plan of service, rate breakup (if any), tax breakup as well. All invoices will be payable after deducting applicable penalty or LD amount if any.

e) The charges towards all items are payable within 30 days from the date of receipt of invoice, provided no requirements are pending from the bidder. All invoice raised for bandwidth charges should carry the site name along with site address with allotted bandwidth.

f) Site wise uptime calculation report should be submitted with each quarters invoice.

g) Documents to be produced for release of payment during the 1st payment:
   1) Performance bank guarantee for sum equivalent to 10% of the contract value, as per enclosed format in this tender document.
   2) Satisfactory proof of commissioning of Links as per specifications for the payment to be made against locations mentioned in the purchase order.
   3) Satisfactory proof of installation and commissioning of all the links for the payment to be made against locations mentioned in the purchase order.
   4) Invoice (with reference of Purchase Order for execution, description of services delivered, quantity, unit price, total amount details should be given). Delivery Challans in original
   5) Verification of above deliverables and any other, if needed by Asst. Secretary (IT) or a higher ranking official at CO, IT Mumbai/ZOs.

h) Documents to be produced for release of subsequent payments:
   1) Invoice (with reference of Purchase Order for execution, description of services delivered, quantity, unit price, total amount details should be given).

The payment for the last quarter of the contract term shall not be payable in advance to facilitate, any deductions on account of penalties.

For Payment against Onsite Services:
Payment for the Onsite Services will be done on quarterly basis at the end of each quarter on production of the following:

- Invoice for the amount payable quarterly.
- Performance Report of the onsite Personnel.
- The Performance report will be given by LIC administrators considering the various attributes of the Personnel related to the project deliverables.
- Verification of 'Service level agreements' defined in this bid.

The Amount against Penalties (as per SLA) if any will be recoverable from payments **OR** from performance Bank Guarantee **OR** from any other payment due to the Bidder.

Executive Director (IT/BPR)