



Life Insurance Corporation of India

Divisional Office, 60D, Arcot Road,
Vellore 632004. Ph: 0416-2206200, 2206231

NOTICE FOR EMPANELMENT

Empanelment of Vendors/Suppliers/Printer/Manufacturers/Service Providers

Applications are invited from reputed Vendors/ Printer/Manufacturers/Service Providers for empanelment of following items:

Category-A : Printing stationery forms (PSF), continuous stationery forms (CSF), envelopes, policy docket and loan docket, policy wallets and plastic folders, policy bond covers/plain covers / window covers , local vendors for printing stationery, table/ office stationery, printing of ID cards, visiting cards, name plates, stickers, rubbers stamps/seals.

Category – B: Furniture and fittings (wooden, iron and steel), modular furniture, storage equipment and steel racks, cupboards, weighing machines, Electrical equipments such as water coolers, water purifiers(aqua guard), air coolers, pumps, fans, and voltage stabilizers, invertors, batteries for UPS and invertors photocopier machines, RO system, air conditioners(window/split) telecommunication equipments such as EPABX, FAX, intercom, telephone instruments etc., along with comprehensive AMC, cash/note counting machines, fake note detectors with AMC, supply of cash box and safe., carpentry work, minor civil / electrical and plumbing works., Furniture repairers

Category- C: Courier/parcel services, service providers for office upkeep and garden maintenance, housekeeping, attendants and scavengers, security guards, travel agencies for air/ train/ bus/ taxi, hiring of DG sets from 5 KVA to 180 KVA., waste paper scrap dealers, binders, pest control, repairs and maintenance of electrical installations, CCTV vendors,

Category – D: Vendors for supply of competition prizes, gift articles, gold/silver coins/medals, jewellery items, mementoes, trophies, home appliances, electrical items like signages/ glow sign/neon sign lights, led light boards, flexi banner printing, wall paintings, bus panels, erection and maintenance of hoardings/boards, digital scrolling boards etc.,

Category – E: Computer network cabling service providers.

The interested firms are required to apply on or before **12.30 PM on 28.02.2018**. Separate prescribed application forms (annexure A/B/C) and terms and conditions are required to be filled in for each item. All details may be downloaded from our website www.licindia.in (link tenders) or are can be obtained from OS Department of above mentioned office. The forms will be available from **29.01.2018 to 27.02.2018** from **10.00 AM to 3.45 PM** during regular working days and from **10.00 AM to 12.30 PM** on Saturdays, excluding holidays and Sundays. The completed forms are to be submitted in a closed cover superscribed " Application for empanelment of vendors/ suppliers/ printers/ manufacturers/ service providers mentioning category A/ B/C/D/E as applicable, to OS Department, LIC of India, Divisional Office, 60D, Arcot Road, Vellore 632004 along with Rs.100/- (for each category) as processing fee either by cash or DD in favour of LIC of India, payable at Vellore.

Firms / suppliers who have been black listed / removed earlier by any office of the corporation need not apply. The corporation reserves the right to cancel the name of the supplier / firm from its approved list at its absolute discretion without assigning any reason.

Senior Divisional Manager
Life Insurance Corporation of India,
Vellore Division

Date : 29.01.2018