



BDO/OS

DATE:04.09.2023

Note to Sr.Divisional Manager

Re: Publishing Newspaper advertisement for Hiring Branch Office Premises at Panagarh

With reference to the mail vide: ez_estate dated 14.07.2023 it has been informed that the Policyholder's Protection Committee (PPC) has approved for Shifting of office premises of Panagarh Branch. The copy enclosed for ready reference.

In this regard we propose to float a tender for Hiring of office premises measuring 5000 sqft carpet area with (+/- 5%) at an elevated ground floor or 1ST floor or 2nd floor , or any other floor with lift facility within 5 km radius of existing Branch office in two Bid system(Technical & Financial). For this we need to publish the advertisement both in the daily Newspapers and to be uploaded in our LIC website as well. The Tender schedule and conditions will be available online and offline.

The proposed schedule of Tender process for Shifting of Panagarh BO is as under:-

- 1) Date of publishing of advertisement in Newspaper & uploading in LIC website: 14.09.2023
- 2) Date of issuance of Tender Forms :
From 14.09.2023 to 04.10.2023 (11 am to 3 pm)
- 3) Last date & time of receiving the Tender: 04.10.2023, 03.00 PM
- 4) Tender opening date & time: 04.10.2023 at 3:30 PM.
- 5) Tender Fee: Rs 295.00(with GST) non refundable.
EMD : Rs 10000.00 (refundable).

In view of the above we may invite quotations from the ZO empanelled Advertising Agencies to publish Newspaper Advertisements in one widely circulated vernacular (Bengali), One English Newspaper and One Hindi daily. Prior to or on date of uploading of the Tender for Hiring Office Premises at Corporate Website. We may publish the advertisement on the following dailies for W.B circulation.

BMD
msy/os

- 1) **Anandabazar Patrika** : Bengali daily for Bardhaman Dist on week day Black & White ink.
- 2) **The Telegraph**: English daily South Bengal Edition on week day In Black & White ink.
- 3) **Sanmarg** : Hindi Daily


List of Empaneled Advertising Agencies- 01.06.23 to 31.05.25

SL. NO.	NAME OF AGENCY	ADDRESS OF ADVERTISING AGENCY AT KOLKATA	NAME OF CONTACT PERSON IN KOLKATA	CONTACT NO.
1	Expression 360 services India Pvt. Ltd.	203/1, A.J.C.Bose Road, Kolkata-21	Aditi Bose	9830800688
			Prithwijit Roy	9903769200
2	Standard Publicity Pvt Ltd	7/1c, Lindsay Street, Kolkata-700027	Archak Bhaduri	9903974494
3	Crayons Advtg P Ltd	8, MADAN STREET, 4TH FLOOR, EAST INDIA BUILDING, CHANDNI CHOWK, KOLKATA - 700072	Binayak Sen	9830075444
			Sunil Duftari	9903847774
4	Ventures Advertising Pvt. Ltd.	2/3 Poddar Nagar, Beside South City Mall, Kolkata - 68	Ms. Shilpi Paul	8820449767

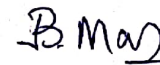
SIZE OF ADVERTISEMENT: Width: 8 cm & Height 10 cm (80 sq cm)

The Vendors need to submit the rates, in hard copy with signature, seal and date in a closed cover quotation . Rates should be excluding GST. GST will be paid as applicable for publication of Advertisement in newspapers.

Placed before the Sr.Divisional Manager for observation and decision.



AO(OS/Estate)



Manager(OS)



Sr.Divisional Manager.