



Life Insurance Corporation of India  
Thane Divisional Office  
Jeevan Chintamani , Estates Dept ,3rd floor  
Vasantnao Naik Mahamarg  
P. B. no. 464 ,Thane (West) Pin code- 400604.  
Phone no.022-25820961  
E-mail ID : [estate.thane@licindia.com](mailto:estate.thane@licindia.com)

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**Envelope IV shall contain Envelope I, II & III (Details given below)**  
**Documents to be enclosed while submitting the bid by the Bidders**

**Envelope I -**

1. Technical Bid duly completed & signed
2. Terms & conditions (duly signed in all papers).
3. A set of floor plan, elevation and the site plan of the premises offered.
4. Documents related to conversion to Non-Agriculture land from competent authority.
5. Occupation certificate & completion certificate of offered premises.
6. Latest copy of the certificate from the competent authority of having paid all the relevant taxes.
7. Pan card (self attested)
8. Cancelled cheque with name printed of the Bidder of the said Tender.

**Envelope II -**

9. Financial bid duly completed and signed.

**Envelope III -**

10. Earnest Money Deposit Receipt/ Demand Draft/Pay order in favour of LIC Of India for Rs. 2,000/-.
11. Demand Draft/pay order for Rs.118/-
12. Miscellaneous receipt of the Tender fee paid at LIC counter for Rs.118/- (if paid)