

**Site Not Ready Report for LIC of India**  
**( For Installation of Mail Server)**

Office Address	LIC Order No.
Contact Person	Vendor Invoice No.
Tel No	Date of the Visit:
Email ID	

Please tick the appropriate reason For Site Not Ready and give brief description in the space provided:

- Site is not finalized (*where the equipment is supposed to be installed*)
- UPS of Adequate Capacity
- Electrical Points
- Cabling / I/O Boxes etc.
- Adequate number of free port in the switches / patch panel
- Any Other reason (please mention)

Brief description of the reason:

Remarks if any:

Expected date of Site to be ready for Installation:

**Signature of user**

Name :

Designation :

SR Number :

Date :

Place :

**LIC Office Seal**

**Vendor Engineer's Signature**

Name :

Designation :