

February 14, 2017



**National
Institute of
Bank
Management**

NIBM Post Office, Kondhwe Khurd, Pune 411 048 (India)
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**Lt Col Ranvir Singh (Retd)
Head
Administrative Services**

Dear Sir

**Sub : Quotation for Providing Airline, Railway & Bus Booking Services for the period
from April 01, 2017 to March 31, 2018**

As you are aware National Institute of Bank Management (NIBM) is an apex level Institute for Training, Consultancy and Research In Banking Industry. We are in the process of finalising the Panel of In-house Travel Booking services for providing International, Domestic air, Rail & Bus bookings. Specifications are as follows:

Services	Transaction fees	Remarks if any
Domestic Travel		Per Pax/Per Ticket
Re-issuance		
Cancellation		
Re-Validate		
International Travel		Per Pax/Per Ticket
Rail & Bus Transport		Per Pax/Per Ticket
Rail Tatkal		Per Pax/Per Ticket
Rail & Bus Cancellation		Per Pax/Per Ticket
Visa		Per Case
Medical Insurance		
Hotels		

The sealed quotations in the above format addressed to **The Director, National Institute of Bank Management, Kondhwe Khure, P.O. NIBM, Pune 411 048**, should be deposited in the tender box kept in Room No. 1109, First Floor, Block I, at NIBM before 4.00 p.m. of **February 27, 2017**.

Terms for tendering quotations are as under:

1. The rates quoted will apply for the year 2017-18, commencing April 01, 2017 till March 31, 2018 and no change in rates will be considered for what-so-ever reasons.
2. The envelope containing the quotation should be superscribed "**Sealed Quotation for Providing Travel Booking Services**".
3. All quotations should be signed by the person authorised to do so and should be stamped with the seal of the Company.

4. Rates quoted should be exclusive of all taxes, levies, cesses etc.
5. Bills for services provided, if in order, will be settled within 15 days from the date of receipt.
6. Quotations sent by fax will not be considered for evaluation.
7. NIBM reserves the right to accept or reject all or any tender without assigning any reason thereof.

Thanking you

Yours faithfully



Lt Col Ranvir Singh (Retd.)
Head
Administrative Services