

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi – 110 68.

No. IG/Admn./GA-I/Emp./Travel/EOI/2014

Dated : 28-03-2014

EXPRESSION OF INTEREST

IGNOU invites Expression of Interest (EOI) from interested IATA approved global Travel agencies registered with Ministry of Tourism, Govt. of India for providing services of booking of Air/Train Tickets & other related services to the employees and visitors.

The details can be had from IGNOU website of www.ignou.ac.in

The last date of submission of EOI is 19-05-2014.

IGNOU reserves the right to reject or accept any or all EOI, without assigning any reasons, whatsoever.

Registrar (Admn.)

Indira Gandhi National Open University

EXPRESSION OF INTEREST

The IGNOU wishes to empanel Travel Agency for providing booking of Air (Domestic & International)/Train Tickets & other related services to the officers/employees. The interested parties may provide the following information at the earliest:-

1. Name of the Agency _____
2. Presence in India/Abroad _____
3. Address with Tel.Nos./Mobile Nos./email _____
4. 24 Hours helpline No.(s) _____
5. Form of organization (whether proprietorship, partnership or limited Company) with its branches, Address (If any) _____
6. Name and address of Proprietor, Partners or the Directors (in the case of Ltd. Company) _____
7. Total No. of employees with other qualification and experience in the Industry _____
8. Annual turn over Rs. _____ (with proof)
9. Details of current/previous clients in the last 03 years (if required separate sheet may be attached)
10. PAN/TAN number for Income Tax assesment: _____
11. Attached IT Returns for the last three assessment years.
12. Are you an IATA accredited Travel Agency (Attach copy of the Certificate, if yes)
13. Are you recognized by Ministry of Tourism as "Approved Travel Agent" (Attach copy of the Certificate, if yes)
14. Any other information: _____
15. I confirm and agree to provide air tickets from Air India / Indian Airlines train tickets and other related service for economy class on national and International flight as per intimation of IGNOU.

The details may be submitted within 15 days from the date of issue of the letter.

Name & Address _____

Tel.No./Mobile No.: _____

Date: _____

Place: _____