



भारतीय जीवन बीमा निगम
LIFE INSURANCE CORPORATION OF INDIA

Central Office, Marketing Department:

3rd Floor, Yogakshema Building, West Wing, Jeevan Bima Marg, Nariman Point, Mumbai 400 021.

Ref: Mktg./Oprns/Pre_Bid_28.03.2025

Date: 28.03.2025

Minutes of Pre- Bid Meeting and Clarification / Corrigendum based on discussions with Tour operators for Switzerland Tour held on 28.03.2025 at 4th Floor, East Wing, LIC of India, Yogakshema, Nariman Point, Mumbai 400021.

Participants :-

Shri. R. Sudhakar	Executive Director (Mktg/PD) & CMO
Shri R.K. Chaudhury	Chief (Marketing/Oprns)
Shri Nikhil Jain	Secretary (Mktg/Oprns)
Shri. Ravindra Khonde	Asst. Secretary (Mktg/Oprns)
Shri Sachin Bodas	AO (Mktg/Oprns)
Shri Jayaviknesh	AO (Mktg/Oprns)
Ms Debjani	VGS Holidays
Shri Vinod Amin	Unimoni Tours
Shri Rakesh B	Victoria Travels
Ms Preeti	Sharp Travels
Ms Asmita Nikalje	Veena World
Ms Kavita Bhalla	Ebix Travels
Ms Girish Iti	Ebix Travels
Shri Somesh	Travel plus
Shri Vivek Shrivastava	Zenith Holidays Pvt. Ltd.
Shri Anesh Kavle	Dayal Travels
Shri Hemant	Ghoomo Global
Shri Sachin Sawant	Ghoomo Global
Shri Harshal Karkhanis	Dook International
Shri Mehul Thakkar	Vicky Tourism



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Points Discussed :

1) Based on the discussions with the Tour Operators, it is decided to keep 3 Hubs

1. Mumbai, 2. Delhi 3. One of the cities out of Hyderabad/Chennai/Bangalore.

The Hub wise distribution of the passengers is **Mumbai-34, Delhi-20 & Hyderabad/Chennai/Bangalore -14.**

2) It was informed to tour operators that the no. of passengers would now be 68 (+/- 20% variations)

3) Based on discussion with the Tour Operators, it is agreed that there will be a separate tour manager for each of the three HUBs. The persons or officials from DMC of the tour operator in Switzerland must bear professional ethics and demeanour.

4) Five Star Hotel should be preferably very near to city centre and this distance should be maximum of 20 kms from the city centre. Distance from city centre to the hotel will be subject to verification.

5) It was informed by the tour operator that ETIHAD Airways is the only airlines in which the maximum seats for Zurich would be available from Indian cities with layover at Abu Dhabi. It was observed that for 70 plus passengers, the availability of seats in other available airlines viz Swiss Air and Air India would be risky as they have limited capacity. **Thus it is decided that Tour operators should provide quotation based on one stop ETIHAD Airways flights only.**

However, it was informed that for Delhi and Southern India Hub, the return flight of Etihad Airways is available only at 11:15 am from Zurich due to which return flight for 14th for above hubs for these passengers is not feasible as it would result in curtailing the itinerary for these qualifiers. It was explored whether the above set of passengers can travel by any non-Etihad flights with suitable timings or they should stay one night more in hotel on 14th May night at Zurich and return on 15th May 2025 by Etihad airways. During this discussions in pre-bid meeting, it came out that for nearly 34 passengers of Delhi/Southern India Hub, the per person air fare in non-Etihad return flight would be much more expensive than the price of one night stay in one double occupancy room in five star hotel at Zurich.

Accordingly, it was decided to allow one night stay (on 14th May 2025) for Delhi and Southern Hub passengers as it would be cost efficient.

The Tour Operators are requested to note the following and provide quotations as per below:-

a.	Reaching Date	Return Date
<i>Mumbai Hub</i>	<i>11.05.2025 (early morning)</i>	<i>14.05.2025 (Late Night)</i>
<i>Delhi Hub</i>	<i>11.05.2025 (early morning)</i>	<i>15.05.2025 (Morning)</i>
<i>Southern India Hub</i>	<i>11.05.2025 (early morning)</i>	<i>15.05.2025 (Morning)</i>

b. Stay Arrangement for 34 passengers at Zurich on 14th May 2025 night to continue in the same hotel.



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6) It is stressed that proper food arrangements in spacious restaurants where all the participants can dine together with good ambience to be ensured. Also proper food arrangements should be made depending on the timings of the journeys of the passengers during transit and lay over periods, whenever such instances arise.

7) It is the responsibility of the tour operator and also binding on them to ensure that the officials from their DMC in Switzerland are thoroughly aware of the approved itinerary and stick to the same and other RFP conditions to avoid any confusion later.

8) All participants must be thoroughly briefed about the tour schedule and timings well in advance and also during the course of tour.

9) Based on discussion with the Tour Operators in the pre-bid meeting, the following changes in the itinerary is made and mentioned hereunder :

Day 1 : As per the tender document

Day 2 : To add "Grindelwald" (enroute Jungfrau)

Day 3 : As per tender document

Day 4 : To add Lindt Chocolate factory (with entry fee) and visit to Lauterbrunnen , Shopping & any other local sightseeing.

All entry fee to be borne by the tour operator, wherever applicable, on all days of the tour.

10) The participating tour operators agreed on all other contents of the Tender document of Switzerland.