



(सूक्ष्म लघु एवम् मध्यम उद्यम मंत्रालय, भारत सरकार)
(Ministry of MSME, Govt. of India)

कयर बोर्ड COIR BOARD

राजीव गांधी हस्तशिल्प भवन, प्रथम तल,
बाबा खादग सिंह मार्ग,
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संख्या / No.

दिनांक / Date:

CB/SRCP/RDC-2026.

03.01.2026

Notice Inviting Quotation

Subject: Invitation of Competitive Quotations from Reliable Travel Agencies for Republic Day Ceremony (RDC)-2026

The Coir Board, Ministry of Micro, Small & Medium Enterprises, Government of India, through its Showroom and Sales Depot, New Delhi, proposes to invite **competitive quotations** from **reliable and reputed Travel Agencies**, for arrangements in connection with the **Republic Day Ceremony (RDC) - 2026**.

Interested Travel Agencies are requested to submit their quotations with the following details:

I. Accommodation

1. **Period of Stay:** 24.01.2026 to 27.01.2026 (03 nights)
2. **Number of Rooms:** 50 Nos. (Double Occupancy)
3. **Location:** Mahipalpur / Near IGI Airport, New Delhi
4. **Hotel Category:** Category-wise rates for **3 Star / 4 Star** hotels
5. **Proposed Hotel Details:** Name and address of the hotel
6. **Room Tariff per Night:** Double Occupancy with Meal Plan (Breakfast & Dinner)
7. **GST and Other Applicable Taxes:** To be clearly indicated
8. **Distance of Hotel from IGI Airport**
9. **Road Access**
10. **Check-in and Check-out Time**
11. **Cancellation / No-show Policy**
(Room requirement may vary by $\pm 10\%$. Payment will be made only for occupied rooms.)
12. **Hot Water and Toiletries:** To be provided in all rooms
13. **Room Facilities:** Air-conditioned rooms with heating facility and attached bathroom
14. **Housekeeping:** Rooms shall be neat and tidy, and housekeeping services shall be ensured throughout the stay.
15. **GSTIN, PAN and Bank Details** of the Travel Agency



II. Transportation

1. Traveller Vehicle:- 1 Nos

- i. 25-Seater (minimum 17-Seater acceptable)
- ii. **Date: 24.01.2026**
- iii. **Route: IGI Airport – Hotel (Shuttle Service)**

2. Low Floor Bus:

- i. 49-Seater – **02 No.**

Date & Route:

- I. 25.01.2026

- II. From Hotel to Local Travel and back to Hotel

3. Low Floor Bus:

- i. 49-Seater – **01 No.**

Date & Route:

- 26.01.2026: Hotel to Metro Station (Shuttle)
- 27.01.2026: Hotel to IGI Airport (Shuttle).

The quotation may be sent **to the undersigned on or before 10.01.2026 up to 04:00 PM**. All prices quoted **must be inclusive of all charges**, including tolls, parking, entry fees, etc. **No hidden or additional charges** will be entertained under any circumstances. The **Coir Board reserves the right to accept or reject any or all quotations** and also reserves the right **not to proceed further** without assigning any reason. The quotes will be evaluated separately for Accommodation and Transportation and work orders will be issued for transportation on need basis only.


Manager (Com. & PRO)

Coir Board

Ministry of MSME, Government of India
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