



GOVERNMENT INSTITUTE OF MEDICAL SCIENCES

Greater Noida, Gautam Buddha Nagar-201310, Tel-0120-2341738, 9999384468

Website: www.gims.ac.in, Email- gimsgnoida16@gmail.com

(AN AUTONOMOUS INSTITUTE UNDER GOVT OF U.P.)

Inviting Expression of Interest (EOI)

For Empanelment of Travel Agency for GIMS, G. Noida

Government Institute of Medical Sciences (GIMS) Greater Noida invites the **Expression of Interest (EOI)** for **Empanelment of Travel Agency**.

Sl. No.	EOI No.	Opening Date & Time	Last Date & Time for submission
1.	GIMS/2025/Misc./ 08 Expression of Interest for Empanelment of Travel Agency at GIMS, G. Noida	Date: 03.06.2025	02.07.2025 till 04:00pm

EOI is to be dropped in the box, kept for this purpose which is available in Administration block

Detailed format of EOI may be downloaded from the website www.gims.ac.in. GIMS reserves the right to reject any or all EOI without assigning any reasons.

1. This EOI is Agency/Firm/Company for **Empanelment of Travel Agency**
2. Ref. No. GIMS/2025/Misc./08 Date: 03.06.2025
3. Advertisement was published in **Hindustan Times and Dainik Jagran Date 03.06.2025**
1. Last date of submission of application is **02.07.2025 till 04:00pm**
4. Application fee **Rs. 1180/- (One Thousand One Hundred Eighty only)** including 18% GST in form of DD in favor of Director, GIMS Greater Noida payable at Greater Noida.
5. Security deposited of **Rs. 25000/- (Twenty five thousand only)** to be deposited by successful bidders only.

	
राजकीय आयुर्विज्ञान संस्थान GOVERNMENT INSTITUTE OF MEDICAL SCIENCES Greater Noida, Gautam Buddha Nagar, Contact No.: 0120-2341738, 9999384468 Email ID : gimsgnoida16@gmail.com website : www.gims.ac.in (An Autonomous Institute under UP Government)	
Advt. No.: GIMS/2025/MISC/08	Date: 03/06/2025
CONTRACTUAL APPOINTMENT IN VRDL LAB	
1. Scientist B – 01 Post	2. Data Entry Operator (DEO) – 01 Post
EXPRESSION OF INTEREST	
1. Sale of condemned items /scraps/ paper waste/ non medical items. 2. Sale of extra sand of College Project. 3. Empanelment of Travel Agency. 4. Empanelment of Hotel Booking Agency.	
For more details visit our website: gims.ac.in	
Director	

Advertised in Hindustan Times and Dainik Jagran Date 03.06.2025



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INTRODUCTION

6. Government Institute of Medical Sciences, Greater Noida, is an autonomous tertiary care institute of Government of UP, with a mission to provide state of the art patient care to all sections of the society and has been envisioned to be in the forefront of providing excellent professional medical education and multi- disciplinary research. The institute is affiliated with Prestigious **Atal Bihari Vajpayee Medical University** Lucknow. GIMS has started MBBS (2019), DNB (2020), College of Nursing (2021), Institute of Paramedical Sciences (2021) and Post Graduate courses (MD/MS) (2024).
7. GIMS was established with an aim to improve the status of health of the rural and urban population of western Uttar Pradesh, by providing a state-of-the-art health facility as well as facilitating equitable access to quality health care through a revamped health care system, targeted outreach services as well as involvement of community and local bodies. The Mission of the institute is to provide comprehensive medical facilities to each and every life without discrimination along with developing GIMS as a Centre of excellence in the field of health delivery system, medical education and research.
8. The institute has state of the art infrastructure, modular operation theatres, well equipped high-end equipment and NABL accredited laboratories, and highly advanced Skill lab. The faculty at GIMS is from reputed institutions, highly experienced and dedicated, well versed in latest Medical Education Technology and trained in newer curriculum guidelines from the MCI/NMC. The hospital has established multi- disciplinary Research unit (MRU), Viral Research development laboratory, Paramedical training institute and Skill development Centre.
9. The vision of GIMS is to develop it as Centre of Excellence in Patient Care, Medical Education and Biomedical Research. The hospital has an excellent infrastructure, high-end equipments, modular OTs and Skill lab. In last 6 years, the institute has increased its patient workload by more than 4times Surgeries by more than 3.5 times. The institute is performing complex surgeries, joint replacements, laparoscopic surgeries, dialysis and highly intensive care of critically ill patients.
10. GIMS hospital is 630 bedded hospital. GIMS being the only Government Medical college in this region, caters for large no of patients of western UP, Haryana, Uttarakhand and Rajasthan. There are more than 1500 patients are visiting every day and more than 450 patients admitted in the hospital. The total no of patients reported in 2024 were 383467 OPDs and 27047 patients were admitted. GIMS hospital is the only Govt hospital in UP to have NABH and NABL certified by the quality council of India.



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PROPOSAL

12. GIMS is proposing to Empanelment of Travel Agency, for travel tickets (Flight tickets, Railway tickets & Bus tickets) as and when required by GIMS.

13. Scope of Work

S. No	Particulars
1	International and Domestic Flight tickets
2	Domestic Railway Tickets (Anywhere in India)
3	Domestic Bus Tickets (Anywhere in India)

14. The Tour Operator/Travel Agency shall reserve/book the Air tickets, Train Tickets and Bus Tickets for all GIMS faculty members/ staff travelling for the official Tour or booking tickets for faculty expert visiting the GIMS institute.

15. Travel Agency should give proper discount on booking charges.

16. Travel Agency should submit bill on monthly basis.

17. Travel Agency should inform concern officer about booking request by any officials of the Institute.

18. Booking agency should not charge any hidden charges other than official booking charges.

FINANCIAL IMPLICATIONS-

19. The agency will provide specific details of fare of bookings.

20. The booking will be done on credit basis. The payment to the agency will be provided within 7 working days to the agency after deducting the GIMS processing charges.

21. The agency will provide complete detail of fares of all type including pre-booking and urgent booking

GIMS RESERVES RIGHT

22. To take final decision regarding empanelment or to modify or scrap the process,

23. To accept or reject the request of any agency for empanelment, and

24. To keep or remove any agency on the panel approved for outsourcing

25. To keep or remove any staff of the service provider involved in any unlawful activities.

ELIGIBILITY CRITERIA

Agency should have:-

26. The Applicant should have at least three years of experience in providing services to Government/Semi Government/Autonomous Body.

27. The Applicant should be registered with the authority concerned of the State or Central Government,



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28. The applicant should submit the copy of income tax, PAN, GST certificate with valid registration Number.
29. The Applicant should have their office set up in the 50 KM radius from the GIMS Institute.
30. The Applicant should not have been blacklisted by any Central/State Government/PSU.

GENERAL TERMS AND CONDITIONS

31. Applications should be submitted in the prescribed form only. Eligible and competent agencies will be short-listed for the empanelment.
32. Application should be submitted with offering of travel tickets (Flight tickets, Railway tickets & Bus tickets) will be provided by the agency
33. The agency to provide service on weekends/Holidays besides normal working day also.
34. Agency to provide refund policy, if tickets are cancelled
35. Agency to provide service charges on the basis of per person/ticket
36. Agency to provide key personnel of the agency for all the bookings
37. The agency should be able to send quotation by quickest means like email to the consulate with information like Flight number and date of travel, cost of travel, cost of ticket, discounts (if any), tax (if any) etc. within a short period within one or two hours in case of urgency
38. Issuance of tickets where at least one time cancellation/change is allowed without charge as far as possible.
39. Empanelment of agency will be done on the basis of criteria enumerated in these documents along with professional competence.
40. The date of declaration of qualified/empanelled agency will be at the discretion of GIMS.
41. All the pages of the EOI are to be self attested.
42. The bidder has to furnish an undertaking that the organization has not been blacklisted in the past by any Government Departments /Boards/ Corporations or reputed Private Companies.
43. GIMS reserves the right to accept or reject any or all the EOIs without assigning any reasons thereof.
44. GIMS shall have the right to delete any agency from the panel during the currency of the period of the empanelment, without assigning any reason thereof.
45. The term of contract will be for 3 years, which will be extendable up to 5 years depending upon mutual considerations.



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46. SUBMISSION OF PROPOSAL:

Interested agencies may apply for the Empanelment of Travel Agency at GIMS, G. Noida, Applications should include details of the empanelment along with the following documents: (self-attested copies). Performa given at

I. Performa given at **Appendix “A”**

II. Performa given at **Appendix “B”**

Interested person/bidders should submit their applications by due date and time to Director, GIMS, and Greater Noida. **Appendix A** (Details of agency empanelment) and **Appendix B** (Proforma for rate quotation) **will be submitted in separate sealed envelope**. The envelope must bear “**Expression of Interest for Empanelment of Travel Agency at GIMS, G. Noida**” as well as the mailing address and contact information of bidder to facilitate returning the document in case of late submission.

Expression of Interest may drop in the box kept at ground floor, administrative block in GIMS premises. Any Expressions of Interest received after the stipulated period & will not be considered and will be rejected.

47. PROCESS FOR ALLOTMENT OF SPECIFIC JOBS

The **Expression of Interest** received in response will be evaluated by the evaluation committee of GIMS which may also undertake an onsite inspection or the qualified agency will be asked to make a presentation regarding their technical capabilities.

48. Opening of Expression of Interest

First the Technical bid will be opened. There after these EOIs will be evaluated by the Evaluation Committee. Thereafter, Financial bid will be opened by the evaluation committee.

49. Empanelment

Rate quotation will be open for all the technically qualified agencies and order will be issued to the agencies who will quote the highest amount of processing charges to GIMS (%.)

50. Contact for any query:

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Appendix-A

PROFORMA

(Self-attested photocopies of documents should be attached with)

Details of Agency Establishment

1. Name & Postal address of Agency
2. Telephones Nos.:
 - (i) E-mail:
 - (ii) Fax Nos.
 - (iii) Mobile No's:
3. Nature of Establishment: (Sole/Partnership/otherwise) and its registration
4. Experience certificates
5. Name & address of Partners or Directors or Owner
6. Commercial Tax Regd. No.:
7. GST No.:
8. PAN No.:
9. TAN No.:
10. Awards of Excellence in the field if any
11. Any other information

Signature of the Proprietor/Authorized Signatory	Rubber Seal indicating complete address: Place: Date:
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Appendix-B

PROFORMA FOR RATE QUOTATION

S. No.	Name of Service	Discount given to GIMS (%)
<u>1</u>	Air Ticket (Domestic/International)	
<u>2</u>	Train Ticket	
<u>3</u>	Bus Ticket	

Signature of the Proprietor/Authorized Signatory	Rubber Seal indicating complete address: Place: Date:
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