

TEL: 011-23230130
FAX: 011-23234537



**HEADQUARTERS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. ROAD, NEW DELHI
(ISO: 9000-2001 Certified)**

Website: <http://esic.nic.in> / www.esic.org.in

No. D-11/27/TOR/Misc/2003-Genl.

Dated: 30.09.2008

CIRCULAR

Sub.: Hotel tie-up arrangement for touring Officers of the Corporation.

As you are aware that we have hotel tie-up contract with M/s AJG International. The Service Provider has furnished a list of the hotels with his tender documents; the same is being forwarded to you for verifying the suitability of the hotels in your Region/Sub Region. In case the proposed hotel is not found suitable, an alternate hotel may be suggested who is ready to render services as per the entitlement of our Officers in respect of hotel rates and who is prepared to enter into an agreement for at least one year. The hotel tie-up arrangement in such cases will be made locally by the Regional Directors and copy of the agreement will be sent to Hqrs. Office for onwards circulation to other Regions, Sub-Regions, Hospitals etc.

Reply may pl. be sent within seven days.

Encl: as above

Gulshan Kumar
**(GULSHAN KUMAR)
DY. DIRECTOR (GENL)**

To
All AC/RD, ROs, JD (I/c), SROs,

Gulshan Kumar
DY. DIRECTOR (GENL)



EXISTING LIST OF HOTELS

S.No.	STATION	HOTEL FOR DDs / JDs	HOTEL FOR COMMs
01.	AGRA	HOTEL DELUXE PLAZA	HOTEL MANSIGH
02.	<u>AHMEDABAD</u>	HOTEL VICE - PRESIDENT	HOTEL PRESIDENT HOTEL INDER RESIDENCY
03.	ALLAHABAD	HOTEL KANHA SHYAM	HOTEL KANHA SHYAM
04.	AURANGABAD	HOTEL AMBASSADOR	HOTEL AMBASSADOR
05.	<u>BANGALORE</u>	HOTEL PLA VICEROY	HOTEL 37 TH CRESO
06.	BARODA	SAYAJI HOTEL	SAYAJI HOTEL
07.	<u>BHOPAL</u>	HOTEL RESIDENCY	JEHAN NUMA PALACE
08.	<u>BHUBNESWAR</u>	HOTEL SWOSTI	HINDUSTAN INTERNATIONAL
09.	<u>CHANDIGARH</u>	HOTEL SHIVALIK VIEW	HOTEL MOUNT VIEW
10.	<u>CHENNAI</u>	HOTEL ROYAL PLAZA	HOTEL AMBASSADOR
11.	COCHIN	HOTEL WYTE FORT	HOTEL AVENUE REGENT
12.	<u>DEHRADUN</u>	HOTEL GREAT VALUE	HOTEL GREAT VALUE
13.	<u>DELHI</u>	HOTEL REGALE INN HOTEL RAJDOOT	HOTEL REGALE INN HOTEL RAJDOOT
14.	<u>HYDERABAD</u>	HOTEL MAPPLE INN	HOTEL AMRUTHA CASTLES
15.	<u>INDORE</u>	HOTEL SAYAJI	HOTEL SAYAJI
16.	JAIPUR	HOTEL NEELAM	HOTEL CLARK's AMER
17.	<u>KHAJURAHO</u>	CLARK's BUNDELA	CLARK's BUNDELA
18.	<u>KOLKATA</u>	HOTEL LINDSAY	HINDUSTAN INTERNATIONAL
19.	<u>KOZHIKODE</u>	FORTUNE CALICUT	FORTUNE CALICUT
20.	<u>LUCKNOW</u>	HOTEL ARIF CASTLES	HOTEL PICCADILY
21.	<u>MUMBAI</u>	HOTEL RITZ FOR JDs	HOTEL AMBASSADOR
22.	<u>NAGPUR</u>	DUA CONTINENTAL	---
23.	<u>PATNA</u>	HOTEL CHANAKYA TOWERS	HOTEL CHANAKYA
24.	RAE BAREILLY	TOURIST BUNGALOW	TOURIST BUNGALOW
25.	RANCHI	HOTEL YUVRAJ	YUVRAJ PALACE
26.	<u>SHILLONG</u>	HOTEL POLO TOWERS	HOTEL POLO TOWERS
27.	VARANASI	HOTEL HINDUSTAN INT'L	HOTEL CLARKs

- 2) All executives - RIGHT FROM DEPUTY DIRECTORS TO DIRECTOR GENERAL - will be provided a COMPLIMENTARY BED TEA / BREAKFAST / AND DINNER at all the listed hotels .

4. REIMBURSEMENT OF LODGING CHARGES:-

The reimbursement of lodging charges for hotel rooms while on tour shall be as follows:-

Sl. No.	Category of Officers	Lodging Charges admissible on tour per day on actual basis	
		Station classified as A-1, A, B-1, B-2 for the purpose of HRA by the Govt. of India. (In Rs.) (A)	All Other Cities (In Rs.) (B)
1.	Director General	ITDC Hotel Rates in Hotel Ashoka, Delhi or actual expenditure in any hotel not exceeding Rs. 9000/-	Actual Expenditure
2.	Principal Officers of Corporation namely: FC/IC/MC	Rs. 6300/-	Rs. 4400/-
3.	Additional Commissioner & other SAG level officers Rs. 18400-22400, Rs. 16400-20000 & Rs. 14300-18300	Rs. 4400/-	Rs. 3200/-
4.	Regional Director/ Jt. Director. & Officers in the equivalent scale Rs. 12000-16500, Rs. 10000 -1500	Rs. 3200/-	Rs. 2200/-
5.	Dy. Director/Assistant Director Rs. 8000-13500, Rs. 6500-10500	Rs. 2200/-	Rs. 1600/-