



मुख्यालय,
कर्मचारी राज्य बीमा निगम
आई एस ओ 9001:2000 प्रमाणित
पंचदीप भवन, सी.आई.जी.मार्ग, नई दिल्ली-02



No. D-11/11/Air-Rail/Ticketing/2016-Genl.

Date : 08.02.2019

CIRCULAR

The Competent Authority has approved the booking of Air-Rail Tickets for official journeys within India and abroad for the officers and staff of the ESI Corporation through the following Agency namely, M/s. ABM Travels & Tours (Pvt.) Ltd., for the period of two years w.e.f. 07.02.2019 to 06.02.2021. The details of agency and the approved rates are as under :-

Name, address and contact no. of the empaneled agency	Booking charges for domestic Air tickets	Booking charges for international Air tickets	Booking / cancellation of rail tickets	Preparation of passport and visa charges	Foreign exchange services
M/s. ABM Travels & Tours (Pvt.) Ltd., B-82, Level -I, Defence Colony, New Delhi -24, Ph. No. 91-11-474-00-000 Toll free no. 1800-1038-660 E-mail : info@abmtravels.net website : www.abmtravels.net	Service charge in percentage – NIL Discount – 6.15 % on basic air fare	Service charge in percentage – NIL Discount - 6.25 % on basic air fare	Rs.40/- per ticket	Actual Fees only	As per RBI / SBI rate card

On approval of the tour programme by the Competent Authority, the concerned official may submit the Tour Programme to cash branch / concerned branch with request to book tickets strictly as per approved programme. For enquiries related to booking, the above agency may be contacted on telephone & through e-mail as provided herewith.

Payment of bill may be made strictly as per authentic airline tickets showing actual charges and not on self-generated tickets by the agency. The bill must be supported by the Airlines tickets showing actual charges otherwise no bill may be entertained.

Required tickets are to be booked for lowest economy fare (cancellable tickets), unless special request is made for booking in higher class. In order to book the tickets in lowest fare, the agency must book the tickets quickly, as soon as request is made.

All the terms and conditions mentioned above and contained in the agreement (to follow) are for strict compliance.

This has been concurred by Finance and Accounts Division of Hqrs. Office on N/45 of relevant file.

Sanjeev

(SANJEEV KUMAR SHAHI)
ASSTT. DIRECTOR (GENL.)

To,

1. PPS to D.G. / F.C. for kind information.
2. PPS / PS to I.C. / M.C.
3. All Officers of Hqrs. Office
4. All Additional Commissioner / Director / J. D. (I/c)/ D.D.(I/c), RO / SRO / NTA
5. All Medical Superintends/Dean, ESIC Hospitals/Medical Education Institutions
6. D.D.O., Hqrs. /D(M)D / D(M) Noida,
7. Dy. Director, WCM with request to upload this circular on the website of ESIC.
8. M/s. ABM Travels & Tours (Pvt.) Ltd., B-82, Level – 1, Defence Colony, New Delhi – 24 for information and necessary action.

**Details of Contact No. & E-mail of M/s. ABM Travels & Tours Pvt. Ltd. for Booking of
Air – Rail Tickets.**

A) Domestic Bookings :

Mr. Saroj Giri
(Sr Travel Consultant – Domestic)
Mob : 91-9871591671
Email : saroj.giri@abmtravels.net

Tel : 011-47400000, Ext : 212

Fax : 011-47400217, Ext : 217

B) International Bookings :

Mr. Siddharth Jaiswal
(Sr Travel Consultant – International)
Mob : 91-9717833114
Email : siddharth.jaiswal@abmtravels.net

Tel : 011-47400000, Ext : 206

Fax : 011-47400217, Ext: 217

C) For Any Accounts related Queries :

Mr. Manish Dubey
(Sr. Accountant)
Mob : 91-9717322994
Email : mk.dubey@abmtravels.net

Tel : 011-47400000, Ext : 221

Fax : 011-47400217, Ext : 217