

YADAVINDRA PUBLIC SCHOOL, PATIALA

Requirements and Details for Tours (Domestic & International) and In- house Adventure Camp 2023

Yadavindra Public School , Patiala ,will be organizing the above mentioned activities as per the details given below.

1. **Time period:** convenient dates from **29th September 2023 to 7th October 2023.**
2. **Requirements**
 - (a) **Domestic Tours**
 - Destinations :
 - (i) Jim Corbett- Nainital (3N/4D)
 - (ii) Udaipur- Chittorgarh - Mount Abu (4N/5D)
 - (iii) Jaipur-Jodhpur – Jaisalmer(4N/5D)
 - (iv) Goa (4N/5D)
 - (v) Kanyakumari –Trivandrum(4N/5D)
 - Group size – 25-35 students
 - Accommodation – minimum 4 star hotels.
 - AC buses duly licensed for all moves by road / 2nd AC by railway/Economy by Air.
 - (b) **International Tours**
 - Destinations
 - (i) Vietnam/Cambodia(5N/6D)
 - (ii) Dubai (4N/5D)
 - (iii) Singapore (4N/5D)
 - Group size – 25-35 students
 - Accommodation – minimum 4 star hotels.
 - (c) **In house camp –**
 - One day camp at school.
 - Number of students : around 500
 - Activities to be performed : Zip Line, Commando net, Dragon move, Burma bridge, Commando crawl, Magical maze, Sport climbing etc.
 - (d) **Leadership and Adventure Camp (3N/4D)**
3. **Quotations:** Quotations are required to cover the cost per student, for each tour and the in-house camp. The following points be kindly kept in mind while working out the total package for the above locations(tours).
 - One member of staff will accompany free for every 10 students.
 - The cost will include: visa fees , travel , food ,airport transports , entry to all the locations (locations to be mentioned) etc.
 - Adequate medical Insurance for students and staff over the entire period of the tour.
 - The group will be covered under **free Life/Accident Insurance cover to each member of the group for Rs 2,00,000/- each during the Adventure**

Camp/Trek/Tour. It has been made mandatory by the school board of Governors to cover each member of the group for an Insurance cover of Rs 2,00,000/- (Two lacs) each. WITHOUT THIS CONDITION YOUR AGENCY WILL NOT BE CONSIDERED FOR CONDUCTING TOURS OF OUR SCHOOL.

- Please enclose the following in a **separate sealed** envelope marked “**Profile and Programme**”:
 - (a) The profile of your company.
 - (b) copy of the day-to-day programme you plan to follow during the Tour.
 - (c) photo copy of the Registration Certificate verifying the registration or approval of your Travel Agency with the Government of India.
 - (d) **photo copy of your PAN Card(mandatory) , GSTIN number and a certificate on the letter head of the company specifying if the company is sole proprietorship/partnership.**
- **If your agency is private one then TDS will be deducted. Final payment will be made after deducting TDS.**
- The school reserves the right to reject any quotation based on reputation of the tour operator.
- No payments will be made for students opting out 10 days prior to the date of departure. Payment intimated within 10 days of departure will be as per actuals, on production of necessary bills/receipts

(e) PAYMENTS

Payments preference is as follows: 50% of the full payment will be sent in advance .Full and final payment will be done on receipt of proper bill submitted after the completion of the activity.

(f) BRIEFING:

The companies shortlisted , based on itineraries and quotations will be called for a briefing before finalisation. Tour operators of selected companies will be required to brief the staff at school location on a date and time to be decided in due course.

(g) Kindly forward your quotations as below.:-

- By Hand : **Sealed quotations** to be deposited in Quotation Box at the school.
- If dispatched by courier, the same to be addressed to:

The Director

Yadavindra Public School

Post box no. 7

Patiala (PB) 147001

- Please ensure that these two envelopes are marked " **QUOTATION- Profile and Programme**" as well as **QUOTATION – Commercial**" in bold on the envelopes.

- **LAST DATE OF SUBMISSION OF QUOTATIONS---** 24th August 2023.

Director
YPS Patiala

I certify that I have read the above conditions and complied with the same.

Signature

Company's Contact No. with seal
