

**Central Office, Marketing Department:**

3<sup>rd</sup> Floor, Yogakshema Building, West Wing, Jeevan Bima Marg, Nariman Point, Mumbai 400 021.

Ref: Mktg./Oprns/Pre\_Bid\_06.08.2025

Date: 06.08.2025

**Minutes of Pre- Bid Meeting and Clarification / Corrigendum based on discussions with Tour operators for Manchester with London Tour, held on 06.08.2025 at 2<sup>nd</sup> Floor, East Wing, LIC of India, Yogakshema, Nariman Point, Mumbai 400021.**

**Participants :-**

Shri. R. Sudhakar	Executive Director (Mktg/PD)
Shri A. Chatterjee	Chief (Marketing)
Shri Sujay Dutta	Secretary (Mktg/FP)
Smt Bindhu Robert	Secretary (Mktg/Oprn)
Shri. Ravindra Khonde	Asst. Secretary (Mktg/Oprns)
Smt Madhuchanda Chavan	Asst. Secretary (Mktg/FP)
Smt Rohini Shetty	AO (Mktg./FP)
Shri Sachin Bodas	AO (Mktg/Oprns)
Shri Jayaviknesh	AO (Mktg/Oprns)
Shri Vivek Shrivastava	Zenith Holidays Pvt. Ltd.
Smt Vipula Todankar	Zenith Holidays Pvt. Ltd
Shri Amit Chaudhary	Explore Travel Plus
Shri Mahendra Ingale	Kesari MICE
Shri Abdul Patel	Mach Conferences & events
Smt Shweta +1	Akbar

**Points Discussed :**

- 1) It was informed to tour operators that the no. of passengers would now be 42 (+/- 20% variations)
- 2) Based on discussions with the representatives of Tour Operators, it was decided that the flights should be made available on Etihad Airways which should arrive at Manchester on 22.09.2025 early morning & return flight should depart preferably in the late evening/night on 25.09.2025 from London.

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3) Based on discussion with the Tour Operators, the revised itinerary for Manchester with London is as under :

	Old Itinerary	Revised Itinerary
Day 1	Arrive in Manchester, Group Bus Transfer to Hotel for check-in or Luggage Drop, Breakfast stop enroute, City Tour by Bus covering St. Peter's Square and Central Library, Albert Square (Manchester Town Hall) , Castlefield Urban Heritage Park, Visit to Science and Industry Museum, John Rylands Library, Proceed for Lunch, Visit to Manchester Art Gallery, Etihad Stadium or Old Trafford, Dinner and overnight stay at the Hotel.	Arrive in Manchester, Group Bus Transfer to Hotel for check-in, Breakfast stop enroute or in hotel. City Orientation Tour. Visit to Etihad Stadium or Old Trafford. Dinner at Indian Restaurant and overnight stay at the Hotel in Manchester.
Day 2	After Breakfast Lake District, Visit to shores of Lake Windermere and Scenic Resort Town, Enjoy a Cruise & Steam Train Ride along lake Windermere. National Football Museum, Group Shopping or stroll at Arndale Centre, Dinner and overnight stay at the Hotel	After Breakfast Lake District, Visit to shores of Lake Windermere and Scenic Resort Town, Enjoy a Cruise & Steam Train Ride along lake Windermere. National Football Museum (As per the availability of time). <b>Conference in the hotel between 5 to 8 pm in the evening.</b> Dinner at Indian Restaurant and overnight stay at the Hotel in Manchester.
Day 3	Full Day Trip to London (By Train + Bus) – Board early Avanti West Coast Train from Manchester Piccadilly and arrive at London Euston, London Sightseeing by Bus, Photo Stop at Buckingham Palace (Watch Changing of the Guard if Schedule allows), Big Ben & Parliament, West Minister Abbey, Visit London Eye (With Group Ticket), Proceed for lunch then Visit Tower of London, Walk across Tower Bridge, St. Paul's Cathedral, Trafalgar Square, Leicester Square/Piccadilly Circus, Lord's Stadium & Wembley Stadium. After Dinner proceed for Return journey to Manchester and overnight stay at Hotel.	After breakfast from hotel, proceed to London by Train from Manchester early morning ( Luggage by separate coach), London Sightseeing by Bus, Big Ben & Parliament, West Minister Abbey, Visit London Eye (With Group Ticket), Proceed for lunch then Walk across Tower Bridge, St. Paul's Cathedral, Trafalgar Square, Leicester Square/Piccadilly Circus, Thames river cruise etc, then check-in in hotel at London in the evening then proceed for Dinner at Indian Restaurant and overnight stay at the Hotel in London.
Day 4	Breakfast at the Hotel, & Proceed for remaining Sight Seeing in Manchester. Proceed for Lunch at Indian Restaurant and Group Transfer to Manchester Airport	Breakfast at the Hotel, then check out from the hotel & Proceed for Buckingham Palace (Watch Changing of the Guard if Schedule allows) , shopping, Proceed for Lunch at Indian Restaurant and Group Transfer to London Airport.

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**4) Performance Guarantee by Successful Bidder (Page No 7) of Tender Document :**

*Based upon the feedbacks received from the representatives of the Tour Operators, it is decided to relax the tenure of Performance Bank Guarantee as under :*

<i><b>Old</b></i>	<i><b>Modified</b></i>
The successful Bidder shall be required to provide a Performance Bank Guarantee for 3% of the Order Value issued by any scheduled commercial bank valid for the tenure of the Contract plus <b>a claim period of 6 months</b> , indemnifying any loss to LIC (‘‘Performance Bank Guarantee’’). The Performance Bank Guarantee shall be provided to LIC either before or at the time of execution of the Contract, LIC has the right to invoke the Performance Bank Guarantee for any non-compliance of the terms & conditions of this RFP Document or the Contract to be executed between the selected Bidder and LIC at any point of time without prejudice to its other rights and remedies available under the Contract and/or the Law (s) for the time being in force. In case the Contract period is extended by LIC, the selected Bidder shall be responsible to extend the validity period and claim period of the Performance Bank Guarantee.	The successful Bidder shall be required to provide a Performance Bank Guarantee for 3% of the Order Value issued by any scheduled commercial bank valid for the tenure of the Contract plus <b>a claim period of 2 months</b> , indemnifying any loss to LIC (‘‘Performance Bank Guarantee’’). The Performance Bank Guarantee shall be provided to LIC either before or at the time of execution of the Contract, LIC has the right to invoke the Performance Bank Guarantee for any non-compliance of the terms & conditions of this RFP Document or the Contract to be executed between the selected Bidder and LIC at any point of time without prejudice to its other rights and remedies available under the Contract and/or the Law (s) for the time being in force. In case the Contract period is extended by LIC, the selected Bidder shall be responsible to extend the validity period and claim period of the Performance Bank Guarantee.

Except for all the above, the tour operators did not raise any point on the other contents of the Tender document of Manchester.