

Request for Proposal (RFP) for Domestic / International Air Ticketing Services

Pak China Investment Company Limited (PCICL)

Introduction: Pak China Investment Company Limited (PCICL) is a joint venture between Pakistan and China, dedicated to fostering economic cooperation between the two nations. PCICL invites proposals from experienced and reputable air ticketing service providers to cater to our Domestic and International travel needs.

Scope of Services: PCICL requires comprehensive air ticketing services for domestic and international travel. The services should include:

- Booking and reservation of air tickets for Domestic and International flights
- Management of Corporate Travel Accounts
- Availability of a Dedicated Account Manager for 24/7 support
- Access to competitive and corporate rates
- Assistance with Visa Processing and Travel Insurance
- Flexibility in Ticket Changes, Cancellations and Refunds
- Detailed and Transparent Invoicing by Separating Services Charges

Eligibility Criteria: Interested service providers must meet the following criteria:

- Minimum of 10 years of experience in the travel and air ticketing industry
- Valid IATA accreditation or equivalent
- Proven track record with corporate clients
- Strong financial standing and capability to manage large-scale contracts
- Availability of dedicated corporate travel managers
- Excellent customer service and support

Payment Terms & Conditions:

Please share separately:

Services	Service Fee
International Ticket, Actual Payments to Airline	%age / Fixed Charges
Domestic Ticket, Actual Payments to Airline	%age / Fixed Charges
International Ticket Refund	Rs.
Domestic Ticket Refund	Rs.
Worldwide Hotel Booking	%age / Fixed Charges
Credit Days & Credit Ceiling	Days / Amount
Any Other	

Submission Requirements: Interested parties are requested to submit their proposals with the following details:

1. Company Profile
2. Details of services offered and pricing structure
3. Terms and conditions
4. Client references and testimonials
5. Any additional value-added services

Submission Deadline: All proposals must be submitted not later than October 18, 2024 to the following address/email:

The quotation with company profile will be sent directly to **"Secretary Procurement & Disposal Committee Pak China Investment Company Limited, 13th floor, Saudi Pak Tower, Blue Area Islamabad"** in the form of sealed envelope by **October 18, 2024 till 4pm**. Quotations can also be emailed to **procurement@pakchinainvest.com**