

## **Annexure 1**

Documents to be submitted by applicant tour operators for empanelment with MTDC for operating CITY EXCURSIONS in Nagpur and Aurangabad in collaboration with MTDC

1. Company Name
2. Website
3. Year of Establishment
4. Affiliation / Recognition of MoT / IATO / ADTOI / ATOAI
5. Company's Copywrite
6. Profile of clientele
7. Annual Turnover for
8. Details of international exposure with photographs.
9. Countries from which inbound tourists handled with details.
10. List of themes / circuits for which packages are submitted
11. Details of responsible tourism element in the tour if any
12. Itineraries and packages with costing / pricing.
13. Options to make the packages customised with respective pricing if any.

### **Evaluation to be done by MTDC**

#### **Evaluation Criteria:**

1. Company profile be evaluated for the experience of inbound tour handling.
2. Affiliation of MoT with IATO / ADTOI / ATOAI to be preferred.
3. Any national international award / recognition received in appreciation.
4. Market expertise to be checked
5. Past experience be checked for the category of packages submitted.
6. GIT and FIT tour handling experiences be checked.
7. Countrywise experience to be checked
8. Responsible tourism elements to carry weightage
9. Shortlisting of packages be done
10. Costing / pricing be checked for the shortlisted packages.

**\* Empanelled to be valid for one year i.e. until December 2023.**