

Tender Notice: Corporate Travel Partner (Pan India)

Company Name: PNB Housing Finance Limited

Date of Issue: 04-12-2025

Introduction

PNB Housing Finance Limited invites proposals from experienced and qualified corporate travel management partners to provide comprehensive travel solutions across India. The objective is to onboard a partner with advanced technology and service capabilities to streamline travel bookings, policy compliance, cost management, and employee convenience.

Scope of Services

The selected travel partner will be expected to provide:

- **Self-Booking Tool (SBT):** User-friendly platform for employees to book flights, hotels, Rail, Bus and transport.
- **Travel Policy Integration:** Automated enforcement of company travel policies within the booking system.
- **Budget and Actual Management:** Real-time monitoring and reporting of travel expenses against approved budgets.
- **GST Input Credit Compliance:** Ensuring invoices and processes are aligned with GST regulations for input credit eligibility.
- **Responsibility Score:** Mechanism to track sustainability, duty of care, and compliance metrics.
- **Hotel Inventory:** Access to a wide range of hotels with competitive corporate rates.
- **Travel Reimbursement Options:** Seamless integration with expense management systems for employee claims.
- **Consolidated View:** Centralized dashboard providing organization-wide visibility of travel spend, bookings, and compliance.

Eligibility Criteria

Vendors must demonstrate:

- Minimum 5 years of experience in corporate travel management.
- Proven expertise in deploying self-booking tools with policy integration.
- Strong presence and service capability across Pan India.
- Compliance with GST and other statutory requirements.
- Track record of serving at least 5 large corporate clients with similar scope.
- Ability to provide analytics and consolidated reporting.

Submission Guidelines

Interested vendors are requested to submit:

- Company profile and credentials.
- Details of technology platform and integration capabilities.
- Case studies of similar implementations.
- Service coverage and support model.

Important Dates

- EOI Issue Date: 04-12-2025
- Last Date for Submission: 11-12-2025

Submission Details

Please send your proposals at mohit.chauhan@pnbhousing.com

Terms & Conditions

- This is an Expression of Interest (EOI) only; a detailed RFP will be floated to shortlisted vendors.
- The company reserves the right to accept or reject any application without assigning reasons.
- Incomplete or late submissions will not be considered.