

DELHI TOURISM & TRANSPORTATION  
DEVELOPMENT CORPORATION LTD.

(A GOVERNMENT UNDERTAKING)

Ramesh Tiwari, IAS  
Managing Director & C.E.O.



14-A, DATA 500 Complex,  
Defence Colony, New Delhi-110024  
Phone : 01-11-24311719  
Fax : 01-11-24315300  
E-mail : dttdc@delhitourism.gov.in  
dttdc@delhitourism.gov.in  
Website : www.delhitourism.gov.in

D.O. No. 2156

Dated: 30 Dec 2014

The Travel Division of DTTDC has got membership of IATA, TAAI and TAFI for providing International/Domestic Air Tickets, Foreign Exchange, Travel Insurance, National/International Hotel bookings etc. It is also providing LTC package for Govt. servants. Instant online booking for air tickets, packages and hotel booking etc. is available through its website [www.delhitourism.gov.in](http://www.delhitourism.gov.in)

The Government of NCT of Delhi has nominated DTTDC as its official travel agent vide their letter dated 21.05.2013 (copy enclosed). All Department and Autonomous Bodies of Govt. of NCT of Delhi have been advised to utilize the travel related services & facilities of DTTDC. However, it is noticed that only a few Govt. Departments/Employees are using this facility.

Since, DTTDC is a Government of Delhi undertaking, it is requested that appropriate orders may be issued at your end in respect of your Department and all other Bodies in your Department to only avail the services of DTTDC for travel related purposes. Complete information/queries is available at our Travel Division A-3/4, 3<sup>rd</sup> Floor, Emporia Building, Baba Kharak Singh Marg, Connaught Place, New Delhi - 110001, Telephone nos. 23346294/95, Telefax 23340416, Email address [travel@delhitourism.gov.in](mailto:travel@delhitourism.gov.in), [delhitourism\\_travel@yahoo.co.in](mailto:delhitourism_travel@yahoo.co.in)

**MOST URGENT**



GOVERNMENT OF NCT OF DELHI  
MAULANA AZAD MEDICAL COLLEGE

And Associated Lok Nayak, Govind Ballabh Pant Hospital & Guru Nanak Eye Centre, 2, B.S.Z.  
Marg, New Delhi-02

**CIRCULAR**

F.No.1(336)/Cir./p.f.-I/Co-ord./MAMC/2014-15/ 431

Dated 08-1-2015

Copy to,

1. The All the HODs/Branch In Charges, MACM-with the request to circulate the same to all the concerned officials.
2. The In-charge, DATA Centre, MAMC-to kindly get the Circular uploaded on the website of MAMC.
3. PA to Ld. Dean, MAMC.

(NARENDRA SINGH)  
Administrative Officer (Co-ord.)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI

FINANCE (Accounts) DEPARTMENT

4<sup>th</sup> Level, 'A' Wing, Delhi Secretariat, New Delhi-113

No.F.16/1/2013-AC/USfr/128-132

Dated: 21.05.2013

OFFICE MEMORANDUM

Subject : Regarding travel by Air India and purchase of air-tickets through approved agents while on domestic travel by Air on tour / LTC.

1. Attention of all the Departments of Government of NCT of Delhi is invited towards the instructions issued by the Government of India, Ministry of Finance, vide their Office Memorandum No.F.19024/1/E.IV/2005, dated March 24, 2006 and FD's O.M. of even number, dated January 13, 2010, wherein it has been stated that while on domestic travel by air on tours, the officers are permitted to have/get booking at Airlines booking counter/website of Airlines or through approved travel agents. Wherever an officer seeks to utilize the service of travel agents, it should be limited to M/s Balmer Lawrie & Company and M/s Ashok Travels and Tours. Government of NCT of Delhi has also approved DTTDC as an authorized agency for booking air-tickets while on official tour.

2. Further, attention of all departments of Govt. of NCT of Delhi is invited to the Govt. of India, Ministry of Finance, Department of Expenditure's O.M. dated 16-9-2010, wherein guidelines were issued for purchase of air tickets and travel by Air India while availing LTC and on official tours.

3. A number of references are being received in Finance Department to relax the provisions with regard to purchase of domestic travel air tickets from other than authorized agencies, as mentioned in para 1 and for LTC travel for airlines other than by Air India.

4. In view of number of such cases being referred to Finance Department, it is reiterated that all the Officers / Officials should follow the above said guidelines while availing LTC and performing journeys on official tours. Henceforth, Finance Department will not consider any proposal for relaxation on travel by Airlines other than Air India and with regard to booking of air tickets from agencies other than approved agencies.

(AMIT YADAV)  
SECRETARY (Finance)  
Telephone No: 22392132

No.F.16/1/2013-AC/USfr/128-132

Dated 21.05.2013

Copy forwarded to the following for information and necessary action:

1. All Pr. Secretaries/Secretaries/Special/Addl./Joint Secretaries/HODs/Deputy Secretaries/Under Secretaries of Government of NCT of Delhi
2. Heads of all Autonomous /Grant-in-Aid Institutions /Local Bodies of Govt. of NCT of Delhi.
3. Controller of Accounts, Pr. Accounts Office, Vikas Bhawan, New Delhi.
4. Controller of Accounts, Dte. Of Audit, Govt. of Delhi.
- ✓ 5. Website of Finance Department / Guard file.

(AMIT YADAV)  
SECRETARY (Finance)