



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1389

Date: 17<sup>th</sup> September, 2021

To,  
ITC Hotel-Sonar,  
1, JBS Haldane Avenue,  
(Opp. Science City),  
Kolkata – 700046

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Executive Club	7,850/-	9,850/-	Rates are exclusive of taxes applicable under GST Laws.
The Towers	11,500/-	13,500/-	
Princess Suite	22,200/-	24,200/-	
Queens Suite	42,000/-	44,000/-	
Presidential Suite	63,000/-	65,000/-	

The services and other amenities to be provided by the Hotel are as under:

- Rates are inclusive of Buffet Breakfast and One major meal at the coffee shop. For Princess Suite and above rooms Food credit equivalent to buffet Dinner rate will be given.
- Coffee/tea maker in the rooms.
- Mineral water-two 500 ml. bottles in the room, per stay.
- "Fruits of the season" on request.
- Access to Fitness Centre and Swimming Pool.
- Daily Newspaper in the Tower and above rooms.
- High speed internet access in the Tower and above rooms.
- Airport facilitation on arrival and departure for the Tower and above rooms.
- Welcome drink on arrival for ITC One and above rooms.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).


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Page-2

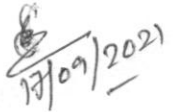
3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

  
General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL





## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1388

Date: 17<sup>th</sup> September, 2021

To,  
Taj Bengal Kolkata,  
34-B, Belvedere Road,  
Alipore,  
Kolkata – 700027

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe	8550/-	10,050/-	Rates are exclusive of all applicable taxes and net non-commissionable.
Taj Club Room	16,000/-	17,500/-	
Premier Suite	19,000/-		
Luxury Suite	27,000/-		
Grand Luxury Suite	52,250/-		
Presidential Suite	65,000/-		

The services and other amenities to be provided by the Hotel are as under:

- Buffet breakfast at Cal-27 or a suitable venue.
- One major meal at Cal-27 per night stay (complimentary buffet or set meal).
- One-way airport transfer or transfer to Howrah station/Santragachi from hotel included with Taj Club and above rooms.
- 2 pieces of Laundry/Pressing per day for Taj Club and above rooms.
- Complimentary standard wi-fi for up to 4 devices.
- Complimentary 2 bottles of mineral water per room per night.
- Complimentary use of the Gymnasium, Steam, Sauna, Jacuzzi and Swimming Pool.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).

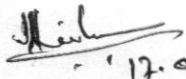
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Page-2


3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

  
17.09.2021  
General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

  
17/09/2021



## Coal India Limited

(A Maharatna Company)  
Administration (GS) Section,  
Premises No. 04-MAR,  
Plot No-AF-III, Action Area - 1A,  
New Town, Rajarhat,  
KOLKATA - 700 156 (W.B)  
E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),  
Tel: 033 2324 6621, Fax: 033 2324 6635  
Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1387

Date: 17<sup>th</sup> September, 2021

To,  
The Oberoi Grand,  
15, J.L. Nehru Road,  
Kolkata- 700013

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe Room	8050/-	9550/-	Rates is exclusive of taxes.
Luxury Room	10,600/-	12,100/-	
Premier Room	12,250/-	13,750/-	
Premier (with balcony)	13,350/-	14,850/-	
Classic Suite	17,800/-		
Deluxe Suite	23,400/-		
Luxury Suite	28,400/-		

The services and other amenities to be provided by the Hotel are as under:

- Rates are inclusive of breakfast and one major meal.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).
3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

17/09/2021



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/1386

Date: 17<sup>th</sup> September, 2021

To,  
The Park,  
17, Park Street,  
Kolkata-700016

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe Room	7000/-	8500/-	Room rates is exclusive of GST.
Luxury Room	9500/-	11,000/-	
Luxury Premium Room	10,500/-	11,500/-	
The Residence Suite	17,000/-	19,500/-	

The services and other amenities to be provided by the Hotel are as under:

- Complimentary buffet breakfast included in all corporate rates.
- Complimentary one major meal (Lunch or Dinner at The Bridge-24hrs. Restaurant Buffet).
- Complimentary Wi-Fi for 24hrs.
- Complimentary mineral water bottles provided daily in all guest rooms.
- Complimentary Gym & Sauna.
- In room tea/coffee maker available in all guest rooms.
- Luxury car transfers to/from the airport/station.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).
3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Contd. P-2

Thanking you.

Yours faithfully,

  
17.9.2021  
General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

17/09/2021





## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: gmadmn.cil@coalindia.in,

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1385

Date: 17<sup>th</sup> September, 2021

To,  
Hyatt Regency Kolkata,  
JA-1, Sector-3,  
Salt Lake City,  
Kolkata -700098

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Hyatt Guest Room	8100/-	9100/-	Rates are exclusive of taxes.
Regency Club Room	11,300/-	12,300/-	
Regency Suite King	15,800/-	17,300/-	
Regency Executive Suite	18,800/-		
Regency Diplomatic Suite	21,300/-		

The services and other amenities provided by the hotels are as under:

- Inclusive of Buffet Breakfast and One major meal at Waterside Cafe.
- Inclusive of Internet and Wi-Fi.
- Daily Newspaper in room
- Inclusive of Tea/Coffee making facility in room.
- Inclusive of Bottles of Mineral Water.
- Usage of fully-equipped gym, outdoor jogging track, outdoor hotel Swimming pool.
- Newspaper-1 national daily per day in Regency Club and above room.
- Inclusive of one-way airport transfer for Regency Club and above room.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).

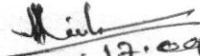
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3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

  
17.09.2021

General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
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17/09/2021



## Coal India Limited

(A Maharatna Company)  
Administration (GS) Section,  
Premises No. 04-MAR,  
Plot No-AF-III, Action Area - 1A,  
New Town, Rajarhat,  
KOLKATA -700 156 (W.B)  
E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),  
Tel: 033 2324 6621, Fax: 033 2324 6635  
Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1384

Date: 17<sup>th</sup> September, 2021

To,  
Hotel Hindusthan International,  
235/1, A.J.C. Bose Road,  
Kolkata-700020

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)	General Remarks
	Single/ Double	
Colony Premium	7000/-	Rates are exclusive of taxes.
Suites	12,000/-	

The services and other amenities provided by the hotels are as under:

- In room coffee/tea maker.
- Complimentary buffet breakfast and one major meal per room per day.
- Complimentary bottle of 500 ml packaged drinking water.
- Complimentary Fresh Fruit basket daily.
- Complimentary Cookies daily.
- Complimentary 1-way station pick-up or drop.
- Complimentary Airport transfer for Suite guests.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
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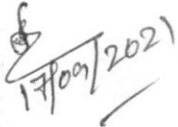
Thanking you.

Yours faithfully,

  
19.09.2021

General Manager (Admin.)

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2. GM (Finance), CIL

  
17/09/2021



## Coal India Limited

(A Maharatna Company)  
Administration (GS) Section,  
Premises No. 04-MAR,  
Plot No-AF-III, Action Area - 1A,  
New Town, Rajarhat,  
KOLKATA -700 156 (W.B)  
E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),  
Tel: 033 2324 6621, Fax: 033 2324 6635  
Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1383

Date: 17<sup>th</sup> September, 2021

To,  
The Westin Kolkata Rajarhat,  
Plot No. CBD/2, Action Area-II,  
New Town, Rajarhat,  
Kolkata-700156

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe Room	6500/-	7500/-	Room rates is exclusive of GST.
Club Room	9000/-	10,000/-	
Deluxe Suite	13,000/-	14,000/-	
Executive Suite	15,000/-	16,000/-	
Presidential Suite	75,000/-		

The services and other amenities provided by the hotels are as under:

- Buffet breakfast & one major meal.
- Complimentary Internet.
- One-way airport transfer in Club rooms and above.
- Both way airport transfer in Executive Suite and above

**Kindly ensure the following compliance at your end: -**

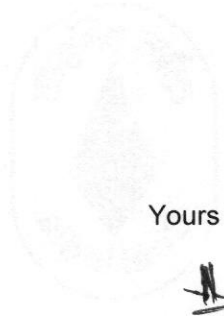
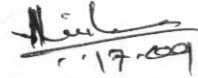
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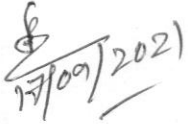
Thanking you.

Yours faithfully,

  
  
17.09.2021

General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

  
17/09/2021



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1382.

Date: 17<sup>th</sup> September, 2021

To,  
JW Marriott  
4A, JBS Haldane Avenue,  
Kolkata -700105

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe Room	7500/-	9000/-	Room rates is exclusive of GST.
Executive Room	11,000/-	12,500/-	
Deluxe Suite	16,000/-	17,500/-	

The services and other amenities provided by the hotels are as under:

- Buffet Breakfast and one major meal.
- Complimentary Wi Fi.
- One way airport transfer for Executive Rooms.
- Both way airport transfer for Deluxe Suite.

**Kindly ensure the following compliance at your end: -**


1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).
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Thanking you.

Yours faithfully,

  
17.09.2021  
General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

  
17/09/2021



## Coal India Limited

(A Maharatna Company)  
Administration (GS) Section,  
Premises No. 04-MAR,  
Plot No-AF-III, Action Area - 1A,  
New Town, Rajarhat,  
KOLKATA -700 156 (W.B)  
E mail: gmadmn.cil@coalindia.in,  
Tel: 033 2324 6621, Fax: 033 2324 6635  
Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1381

Date: 17<sup>th</sup> September, 2021

To,  
Novotel Kolkata Hotel and Residences,  
CF 11, Action Area 1C,  
New Town, Rajarhat,  
Kolkata-700156.

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Superior	6800/-	7800/-	Room rates is exclusive of GST.
Premier	8800/-	9800/-	
Suite	16,800/-	17,800/-	

The services and other amenities provided by the hotels are as under:

- Inclusive of usage of 24 hour health club (gymnasium and swimming pool).
- Inclusive of WI-FI usage up to 3 mbps (up to 3 devices).
- Inclusive of buffet breakfast & one major meal at The Square (coffee shop).
- One way airport transfer for Premier Room.
- Both way airport transfer for Suite Rooms.
- 2 pcs of laundry per day-Non-Cumulative basis for Suite Rooms.

**Kindly ensure the following compliance at your end: -**

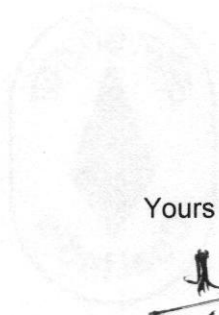
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Contd. P-2



Thanking you.

Yours faithfully,

  
*Neil*  
17.09.2021

General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

*f*  
17/09/2021



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1380

Date: 17<sup>th</sup> September, 2021

To,  
New Kenilworth Hotel Pvt. Ltd.  
1&2, Little Russel Street,  
Kolkata-700071

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Executive Room	6800/-	7800/-	Room rates is exclusive of GST.
Business Club	7800/-	8800/-	
Business Club Suite	10,000/-		
Russel Suite	On Request		

The services and other amenities provided by the hotels are as under:

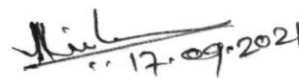
- Complimentary Buffet Breakfast at the Aromas, multicuisine restaurant between 7am to 10.30am.
- Complimentary Dinner at the coffee shop "Aromas" between 19.30 to 22.30hrs.
- Complimentary 02 bottles of Mineral Water.
- Complimentary entry to authentic British Pub, Big Ben.
- Complimentary usage of State-of -the Art Gymnasium.

**Kindly ensure the following compliance at your end: -**

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2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).
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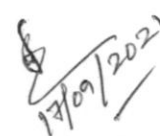
Thanking you.

Yours faithfully,



General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL





## Coal India Limited

(A Maharatna Company)  
Administration (GS) Section,  
Premises No. 04-MAR,  
Plot No-AF-III, Action Area - 1A,  
New Town, Rajarhat,  
KOLKATA -700 156 (W.B)  
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Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1979

Date: 17<sup>th</sup> September, 2021

To,  
The Lalit Great Eastern  
1,2,3, Old Court House Street,  
Dalhousie Square,  
Kolkata-700001.

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Deluxe Room	6000/-	7000/-	Room rates is exclusive of GST.
Premier Room	7000/-	8000/-	
Legacy Room	8000/-	9000/-	
Legacy Suite	12,000/-	13,000/-	

The services and other amenities provided by the hotels are as under:

- Complimentary Breakfast & one Major meal.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).
3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

17/09/2021



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/ 1378

Date: 17<sup>th</sup> September, 2021

To,  
The Peerless Inn  
12, J.L. Nehru Road,  
Kolkata-700013.

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.01.2021 to 31.12.2022**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.01.2021 to 31.12.2022 as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Superior Room	6400/-	7400/-	
Premier Room	6400/-	7400/-	
Deluxe Room	6400/-	7400/-	
Suite	Rate of the day		

The services and other amenities provided by the hotels are as under:

- Welcome drink on arrival.
- A full buffet breakfast at 'Oceanic'-multi cuisine restaurant.
- A full buffet major meal (Lunch or Dinner) at 'Oceanic'.
- In room tea/coffee maker.
- Use of Health Club facilities (message at extra charges).
- Complimentary two bottles of drinking water daily.
- Complimentary wi-fi access.

**Kindly ensure the following compliance at your end: -**

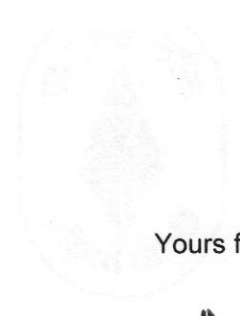
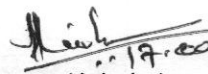
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3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

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Page-2

Thanking you.

Yours faithfully,

  
  
General Manager (Admin.)

Copy to: 1. All HoDs of CIL  
2. GM (Finance), CIL

  
17/09/2021



## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: gmadmn.cil@coalindia.in,

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/1374

Date: 17<sup>th</sup> September, 2021

To,  
ITC Royal Bengal  
1, JBS Haldane Avenue,  
(Opp. Science City),  
Kolkata – 700046

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.06.2021 to 31.05.2023**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.06.2021 to 31.05.2023. as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Tower Exclusive	9500/-	11,500/-	Room rates is exclusive of GST.
ITC One	16,000/-	18,000/-	
Luxury Suite	45,000/-		
Presidential Suite	1,50,000/-		

The services and other amenities offered by the hotels are as under:

- Rates are inclusive of Buffet Breakfast and One major meal at the coffee shop. For ITC One and above rooms Food credit equivalent to buffet Dinner rate will be given.
- Coffee/tea maker in the rooms.
- Mineral water-two 500 ml. bottles in the room, per stay.
- "Fruits of the season" on request.
- Access to Fitness Centre and Swimming Pool.
- Daily Newspaper in the Tower and above rooms.
- High speed internet access in the Tower and above rooms.
- Airport facilitation on arrival and departure for the Tower and above rooms.
- Welcome drink on arrival for ITC One and above rooms.

**Kindly ensure the following compliance at your end: -**

1. The bills for accommodation availed by the guest against requisition from Coal India Limited.
2. The bill for accommodation of guests against requisition with specific instruction are to be raised for settlement with CIL (HQ).

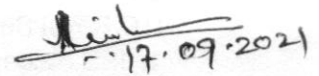
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3. The bill bears the name, designation, place of posting and name of the subsidiary company of the executives/guests who availed booking against requisition.

Thanking you.

Yours faithfully,

 17.09.2021

General Manager (Admin.)

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17/09/2021





## Coal India Limited

(A Maharatna Company)

Administration (GS) Section,

Premises No. 04-MAR,

Plot No-AF-III, Action Area - 1A,

New Town, Rajarhat,

KOLKATA -700 156 (W.B)

E mail: [gmadmn.cil@coalindia.in](mailto:gmadmn.cil@coalindia.in),

Tel: 033 2324 6621, Fax: 033 2324 6635

Corporate Identity No: L23109WB1973GOI028844

Ref. No. CIL/Admin./Accommodation/2021/1376

Date: 17<sup>th</sup> September, 2021

To,  
Zone by The Park, Kolkata,  
Biswa Bangla Sarani,  
Block-DG, New Town,  
Kolkata-700156.

**Sub: Empanelment of Star Hotel in Kolkata with Coal India Limited for the period from 01.06.2021 to 31.05.2023**

Dear Sir,

We are pleased to accept your offer and convey empanelment of your hotel with Coal India Limited for the period from 01.06.2021 to 31.05.2023. as per quoted rates/tariff, amenities, terms and conditions which quoted below:

Type of rooms	Rates (In Rs.)		General Remarks
	Single	Double	
Zone Deluxe	5400/-	6900/-	Room rates is exclusive of GST.
Zone Luxury	7400/-	8900/-	

The services and other amenities offered by the hotels are as under:

- Complimentary buffet breakfast.
- Complimentary one major meal.
- Airport pick up on the day of arrival.
- Wi-Fi in the room.

**Kindly ensure the following compliance at your end: -**

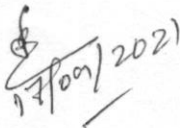
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17.09.2021  
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17/09/2021