



**CENTRE FOR  
INTERNATIONAL  
FILM RESEARCH &  
ARCHIVES**

## **Kerala State Chalachitra Academy**

Centre for International Film Research & Archives (CIFRA)  
Sathyan Memorial Building, Kinfra Film & Video Park  
Sainik School P.O, Kazhakuttom, Thiruvananthapuram  
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KSCA/B/1424/2025

12.09.2025

### **Call for Proposal: Empanelment of Accredited Agencies for Air Ticketing**

Kerala State Chalachitra Academy invites proposals from accredited travel agencies for empanelment for Domestic and International Air Ticketing Services for various programmes organised by the Academy during the period 01 October 2025 to 30 September 2026.

#### **Requirements:**

- Be IATA/IRCTC accredited or hold equivalent valid accreditation.
- Demonstrate a minimum of 5 years' experience in handling domestic and international ticketing.
- Provide 24x7 customer support and emergency assistance.
- Ensure competitive fares and transparent billing.
- Have experience in managing bulk/corporate bookings for festivals, cultural or government events.
- Maintain GST registration and other statutory clearances.
- Commit to timely delivery of tickets, cancellations, and refunds.
- Provide dedicated personnel for attending Academy requirements.

**Submission Mode:** By registered post to **The Secretary, Kerala State Chalachitra Academy, Kinfra Film and Video Park, Sainik School P.O, Thiruvananthapuram – 695585**

**Submission Deadline:** 21.08.2025

Kerala State Chalachitra Academy reserves the right to accept or reject any proposal without assigning reasons.

**C Ajoy**  
Secretary