

# Group Optimizer

Tender groups

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## 1. Tender requests and tender status

The online Group Booking Tool, “Group Optimizer” (GO), has been designed to provide same alternatives to different agents to claim the same Tender Group Request. Therefore, all team, mice and club requests, that are considered possible tender cases should be requested as such.

Once a tender request is created in GO, 2 request ids are generated. Tender id and request id.

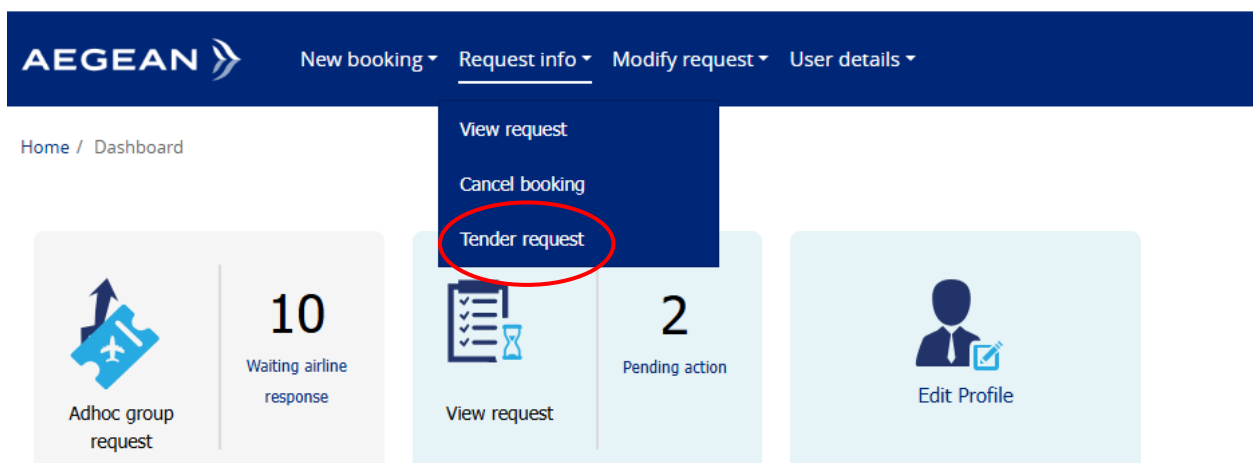
**A tender request id** can only be created as an ad-hoc.

Tender id status:

1. **New tender** = a new request that has not been approved for evaluation yet
2. **Processed**= the tender id has been approved for evaluation
3. **Rejected** = the tender request has been rejected
4. **Duplicate** = same tender case already exists, and user has been diverted to another tender.
5. **Awarded** = request has been awarded

## 2. Create a Tender request

To create a tender id, click on **Request info** and select **Tender Request** from the drop-down menu.



Click on **Create tender request**

Tender request

[+ Create tender request](#)

Origin:  Destination:  Tender ID:  Request id:   [Advanced search](#) [Clear](#)

View tender request

pop-up window appears:

**Create tender request** ×

ⓘ In this window, you need to give the basic tender details for creating new tender.

Tender name \*  Request type \*

Fill in the correct group name and click on .

Group Optimizer will generate 2 ids. A Main tender reference number -Tender id and a request id. Please check both ids in TENDER REQUEST page.

e.g. New Tender request

Origin:  Destination:  Tender ID:  Request id:   [Advanced search](#) [Clear](#)

View tender request

Tender details	Created date	Status	
<p><b>TGRP45775</b> AEGEAN AIRLINES COMPANY</p> <p>Last updated on : 2026-04-22 08:17:18</p> <p><b>GRP367980</b> AEGEAN AIRLINES COMPANY Adhoc</p>	22-Apr-2026 10:17	Processed	<p>+ UNPARTICIPATE</p> <p>+ Add alternatives</p> <p>View option</p> <p>New Request Requested date : 22-Apr-2026 10:17</p> <p>View details</p>
<p>ATH → HER 25-Sep-2026 , A3-300</p> <p>HER → ATH 28-Sep-2026 , A3-315</p>	15 Pax (15A)		

### 3. View tender offer details (fare quoted)

To view the tender offer details, click on Request info → Tender request → View option

#### Tender request

[+ Create tender request](#)

Origin All	Destination All	Tender ID 45775	Request id Enter request id	<b>Search</b>
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[Advanced search](#) [Clear](#)

#### View tender request

Tender details	Created date	Status	
TGRP45775 AEGEAN AIRLINES COMPANY	22-Apr-2026 10:17	Processed	<a href="#">+ UNPARTICIPATE</a> <a href="#">+ Add alternatives</a> <a href="#">View option +</a>

And View Details

#### Tender request

[+ Create tender request](#)

Origin All	Destination All	Tender ID 45775	Request id Enter request id	<b>Search</b>
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[Advanced search](#) [Clear](#)

#### View tender request

Tender details	Created date	Status						
TGRP45775 AEGEAN AIRLINES COMPANY	22-Apr-2026 10:17	Processed	<a href="#">+ UNPARTICIPATE</a> <a href="#">+ Add alternatives</a> <a href="#">View option -</a>					
<div style="background-color: #f0f0f0; padding: 5px;"> <p>Last updated on : 2026-04-22 08:23:01</p> <table border="0"> <tr> <td>GRP367980 AEGEAN AIRLINES COMPANY Adhoc</td> <td> <b>ATH → HER</b> 25-Sep-2026 , A3-300  <b>HER → ATH</b> 28-Sep-2026 , A3-315                 </td> <td>15 Pax (15A)</td> <td> <b>Fare Quoted</b>                      Requested date : 22-Apr-2026 10:17                      EUR 158.31                 </td> <td> <a href="#">View details</a> </td> </tr> </table> </div>				GRP367980 AEGEAN AIRLINES COMPANY Adhoc	<b>ATH → HER</b> 25-Sep-2026 , A3-300 <b>HER → ATH</b> 28-Sep-2026 , A3-315	15 Pax (15A)	<b>Fare Quoted</b> Requested date : 22-Apr-2026 10:17 EUR 158.31	<a href="#">View details</a>
GRP367980 AEGEAN AIRLINES COMPANY Adhoc	<b>ATH → HER</b> 25-Sep-2026 , A3-300 <b>HER → ATH</b> 28-Sep-2026 , A3-315	15 Pax (15A)	<b>Fare Quoted</b> Requested date : 22-Apr-2026 10:17 EUR 158.31	<a href="#">View details</a>				

The below page appears with all the details

[Home](#) / [Search group request](#) / [Tender request](#) / [View user response](#)  
**Request details**

Agent request	Airline response	Fare Quoted
<div style="display: flex; align-items: center;"> <div> <p><b>ATH → HER    HER → ATH</b></p> <p>Request id : GRP367980</p> <p>Group name : AEGEAN AIRLINES COMPANY</p> <p>Group category : Incentive</p> <p>No of pax : 15 (15A)</p> <p>Flexible on dates : No</p> <p>Requested fare : EUR 100</p> <p>Requested date : 22-Apr-2026 10:17</p> <p><a href="#">View request details</a></p> </div> </div>	<p>Adult fare/pax : <a href="#">EUR 158.31</a></p> <p>Last responded on : 22-Apr-2026 10:23</p> <p>Airline remarks : --</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> <p><b>TIME LIMIT</b></p> <p>Fare expires : 02-May-2026 10:23</p> <p>Payment : 25-Sep-2026 03:35 (100%)</p> <p>Pax : 25-Sep-2026 04:35</p> </div>	<p style="text-align: right;"><a href="#">EUR 2,374.65</a></p> <p style="text-align: right;">Total fare ( Net fare+Taxes )</p>

( Quoted fares will be valid until offer validity expires and are always subject to availability. Fares will not apply if the original booking is modified. Fares include Fuel & Baggage )

**Airline suggested flights**

ATH-HER						
Flight number	Departure date	Arrival	No of pax	Stops	Fare	
A3-300	A3-300 25-Sep-2026 06:35	25-Sep-2026 07:30	15 (15A)	0	EUR 90.62 <a href="#">Fare breakdown</a>	

HER-ATH						
Flight number	Departure date	Arrival	No of pax	Stops	Fare	
A3-315	A3-315 28-Sep-2026 15:00	28-Sep-2026 15:50	15 (15A)	0	EUR 67.69 <a href="#">Fare breakdown</a>	

## 4.Actions

### 4.1. Add alternatives

To add an alternative request for the same group, select tender id, click on **“Add alternatives”**.

Tender request [Create tender request](#)

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Origin:  Destination:  Tender ID:  Request id:  [Search](#)

[Advanced search](#) [Clear](#)

View tender request

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Tender details	Created date	Status	
TGRP45775 AEGEAN AIRLINES COMPANY	22-Apr-2026 10:17	Processed	<a href="#">UNPARTICIPATE</a> <span style="border: 1px solid red; border-radius: 50%; padding: 2px;"> <a href="#">Add alternatives</a> </span> <small><a href="#">View option</a></small>

A pop-up window appears to create the new request.

Add alternatives
×

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**i** In this window, you need to give the basic tender details for creating new tender.

Tender name:  Request type:

[Proceed](#)

New id is created as option under the same tender id.

MODIFICATIONS are not allowed in tender ids. New alternatives should be requested under same tender for different dates, flights and pax number.

**NOTE: Only ONE option under a tender id can be awarded. Assignment should be sent to group desk in order to block seats before the expiration of the id and within the group desk working hours.**

## 4.2. Unparticipate

To UNPARTICIPATE from a specific tender case click **UNPARTICIPATE**

### Tender request

[+ Create tender request](#)

Origin	Destination	Tender ID	Request id	
All	All	45775	Enter request id	<a href="#">Search</a>
				<a href="#">Advanced search</a> <a href="#">Clear</a>

### View tender request

Tender details	Created date	Status	
TGRP45775 AEGEAN AIRLINES COMPANY	22-Apr-2026 10:17	Processed	<a href="#">+ UNPARTICIPATE</a> <a href="#">+ Add alternatives</a> <a href="#">View option</a>

Specific tender id will no longer be visible under TENDER PAGE.

## 4.3. Award Tender

In case of award, assignment should be sent by email to the relevant group desk, **during group desk working hours**, to block seats.

After the blockage of the seats, the request id behaves as an ad hoc request in which resize actions can now take place.

### Tender request

[+ Create tender request](#)

Origin	Destination	Tender ID	Request id	
All	All	45775	Enter request id	<a href="#">Search</a>
				<a href="#">Advanced search</a> <a href="#">Clear</a>

### View tender request

Tender details	Created date	Status	
TGRP45775 AEGEAN AIRLINES COMPANY	22-Apr-2026 10:17	Awarded	