



དཔལ་ལྷན་འབྲུག་གཞུང་། རྒྱལ་ཁོངས་སློབ་གྲྭ་དང་སློབ་སྦྱོང་གི་ལྗོངས་ལྷན་ཁང་།

Royal Government of Bhutan
Ministry of Education and Skills Development
Division of Support Services
Procurement Section



MoESD/DoSS/Pro-13/2024-2025/86

5th November, 2024

Air fare Quotation

The Ministry of Education & Skill Development, Thimphu hereby invites the sealed rates from authorized travel agents for air tickets for following sector.

Travel dates

Paro-Delhi 15th January, 2025
Delhi-Paro 30th January, 2025
- 14 pax in Eco class

Paro-Delhi 23rd January, 2025
Delhi-Paro 30th January, 2025
- 2 pax in Eco class

TERMS AND CONDITIONS:

- The sealed rates must be submitted to this Ministry on the **8th November, 2024** before or on **10:00AM** and will be opened on the same day at **10:30AM** properly addressed in favor of the **Procurement Officer, Division of Support Services, MoESD, Thimphu**. Bids after 10:00AM will be not accepted.
- The sealed bids shall be accompanied by EMD of **Nu.10,000/- (Ten Thousand only)** in the form **Demand Draft and Cash Warrant** (addressed to Offtg. CFO, SS, MoESD) which will act as bid and performance security. Cheque will not be accepted.
- Bids **without the EMD/PS** shall be not be Accepted and considered Non-Responsive Bid.
- The Agents must submit a copy of **valid Ticketing License and Tax Clearance** certificate issued by the Ministry of Industry, Commerce & Employment.
- Please ~~do not quote for any budgeted Airline~~ or cheap airlines.
- Please do not quote for group fare to any avoid any penalty or charges for last minute change in the ticket.
- The Agents are required to submit quotation as per the above itinerary at **most economical and direct route** with minimum of **2-5 hours (transit hours)** to the next flight schedule **if applicable**.
- The seats shall be confirmed before submitting the quotation without which your bids will be rejected without any further explanation.
- Agents should quote for Flexible tickets to enable change/refund in the event of any unavoidable circumstances, therefore **do not quote for Non-Refundable tickets** or else your quotation will be rejected while Opening/Evaluate/Award.



དཔལ་ལྷན་འབྲུག་གཞུང་། འཕེལ་རྒྱུ་དང་རིག་སྐྱེལ་གྲོལ་འཕེལ་ལྷན་ཁག་།

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འཕེལ་རྒྱུ་
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- j) Cancellation and re-booking shall be specifically mentioned where ever applicable.
- k) The quoted rates **shall not** be subject to change for duration of **5 hours after the opening of the quotation.**
- l) Unconditional quotations like an increase of fares or change of airlines at the time travel are not accepted.
- m) In case of the lowest bid withdraws, the second lowest or the above shall be awarded, however the difference amount shall be met by the lowest bidder.
- n) The purchaser reserves every right to reject the bids if it is found not responsive to our terms and conditions and the decision of tender committee will be final and binding.
- o) **Non-Adherence** to our terms & conditions shall lead to cancellation of your bid and **forfeiture of your EMD** shall be forfeited if the agents don't adhere to our terms & conditions or you will be barred from participating from next quotation.

Yours Sincerely;

(Permanent Officer)

Procurement Officer, SoS

Division of Support Services

Ministry of Education & Skills Development
Thimphu Bhutan

Cc to:

1. The Head of DoSS for kind information
2. Mr. Tenzin Rabgay, Program Analyst, SSD, DEP for kind information
3. Mr. Raju, FO, FD, DoSS for kind information
4. Office copy