



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་དང་རིག་སྐྱེད་ལོ་ངོ་འཕེལ་ལྷན་ཁམས།

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



MoESD/DoSS/Pro-13/2024-2025/67

12<sup>th</sup> December, 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.

**Option:1**

Paro-BKK  
BKK-Paro

26<sup>th</sup> December, 2024

~~9<sup>th</sup> December, 2024~~ 5<sup>th</sup> January, 2025

(1 pax in Economy class)  
Mr. Johan Mikael Larsson

Procurement Officer  
Division of Support Services  
Ministry of Education & Skills Development  
Thimphu Bhutan

**TERMS AND CONDITIONS:**

- a) The sealed rates must be submitted to this Ministry on the **10th December, 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.
- b) 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 Offtgr. CFO, DoSS, MoESD) which will act as bid and performance security. Cheque will not be accepted.
- c) Bids **without the EMD/PS** shall be not be Accepted and considered Non-Responsive Bid.
- d) The Agents must submit a copy of **valid Ticketing License and Tax Clearance** certificate issued by the Ministry of Industry, Commerce & Employment.
- e) Please do not quote for any **budgeted Airline** or cheap airlines.
- f) ~~The Agents are to quote as per the Options wise, the Ministry will first choose the 1<sup>st</sup> option and if the no seats and tickets are available in the 1<sup>st</sup> option, will choose 2<sup>nd</sup> option and then to 3<sup>rd</sup> option.~~
- g) Please do not quote for group fare to any avoid any penalty or charges for last minute change in the ticket.
- h) 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**.
- i) The seats shall be confirmed before submitting the quotation without which your bids will be rejected without any further explanation.



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ལྷན་ཁག་།  
བེས་རིག་

- j) 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.
- k) Cancellation and re-booking shall be specifically mentioned where ever applicable.
- l) The quoted rates **shall not** be subject to change for duration of **5 hours after the opening of the quotation**.
- m) Unconditional quotations like an increase of fares or change of airlines at the time travel are not accepted.
- n) 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.
- o) 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.
- p) ~~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;

(Pema Dondup)

Procurement Officer, SoS

Support Services

Ministry of Education & Skills Development  
Thimphu Bhutan

Cc to:

1. The Head of DoSS for kind information
2. Ms. Tenzin Dema, PO, JWPTI, Gelephu for kind information
3. FO, FD, DoSS for kind information
4. Office copy