



དཔལ་ལྷན་འབྲུག་གཞུང་། རྒྱལ་ཁབ་དང་རིག་སྒྲུབ་ལོ་རྒྱུས་ལྷན་ཁག་།

Royal Government of Bhutan

Ministry of Education and Skills Development

Division of Support Services

Procurement Section

ཤེས་རིག

MoESD/DoSS/Pro-13/2024-2025/ 7

4th June, 2025

Airfare Quotation

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

Travel itinerary:

| | |
|-----------------|-------------------------------------|
| 1. Paro-BKK | 14 th June, 2025 (5 Pax) |
| 2. Bkk-Adelaide | 15 th June, 2025 (5 Pax) |
| 3. Adelaide-BKK | 22 nd June, 2025 (1 Pax) |
| 4. Brisbane-BKK | 28 th June, 2025 (2 Pax) |
| 5. Canberra-BKK | 28 th June, 2025 (1 Pax) |
| 6. Perth-BKK | 28 th June, 2025 (1 Pax) |
| 7. BKK-Paro | 23 rd June, 2025 (1 Pax) |
| 8. BKK-Paro | 29 th June, 2025 (4 Pax) |

TERMS AND CONDITIONS:

- The sealed quotation must be submitted to this Ministry on **6th June, 2025** before or on **10:00AM** and will be opened on the same day at **10:10AM** properly addressed in favor of the **Procurement Officer, Division of Support Services, MoESD, Thimphu**. Bids after 10:00AM will not be 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 CFO, DoSS, MoESD) which will act as bid and performance security.
- Bids **without the EMD/PS** shall not be Accepted and considered Non-Responsive Bid.
- The Agents must submit a copy of a valid **Ticketing License and Tax Clearance** certificate issued by the Ministry of Industry, Commerce & Employment.
- Since the travelers are composed of high government officials, please do not quote for any **budget Airline** or any **cheap airlines** risking the life of the Travelers, if so shall be rejected during the evaluation.
- The international airline must have a minimum carrying baggage allowance of 30kg per person without which your quotation will be **Rejected**.
- Agents should quote for **Flexible tickets to enable change/refund** in the event of any unavoidable circumstances.
- The quoted rates **shall not** be subject to change for a duration of **5 hours after the opening of the quotation**.

Phone: 327703, 338659, 331149, 328318, 326412, 329040, 330252, 335402, 324282

Kawajangsa, Thimphu: Bhutan

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

དཔལ་ལྷན་འབྲུག་གཞུང་། བེས་རིག་དང་རིག་རྒྱལ་གོང་འཕེལ་ལྷན་ཁག་།

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- i) **Unconditional quotations** like an increase of fares or change of airlines or time limit to issue tickets shall not be accepted.
- j) The Agents are required to submit quotations as per the above itinerary at **most economical and direct route (Value for Money)** with minimum of 2.5hrs to 6 hours (transit) to the next flight schedule **if any**.
- k) The seats shall be confirmed before submitting the quotation without which your bids will be rejected.
- l) In case of the lowest bid withdrawn after the award of letter, the second lowest or the above shall be awarded, and respective EMD/PS will be forfeited for the withdrawing agent.
- m) The purchaser **reserves every right to reject the bids** if it is found not responsive to our terms and conditions and the decision of the tender committee will be final and binding.
- n) **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.

Yours Sincerely;

(Pema Dondup)

(Pema Dondup)

Procurement Officer, DoSS

Division of Support Services

Ministry of Education & Skills Development

Thimphu Bhutan

Cc to:

1. The Head of DoSS for kind information
2. The Chief Finance Officer for kind information
3. Ms. Jamphel Choden, Program Officer, EPC, BQPCA for kind information
4. Office copy

Phone: 327703, 338659, 331149, 328318, 326412, 329040, 330252, 335402, 321242

Kawajangsa, Thimphu: Bhutan

Travel Itinerary to Australia

| Sl no | Name of Officials | Sector | | Date |
|-----------------------|-------------------------|-----------------|---------------------|--|
| | | From | To | |
| 1 | Dr Ugyen Tshewang | Paro Bangkok | Bangkok Adelaide | 14 th June 15 th June |
| 2 | Ms. Tashi Lhamo | | | |
| 3 | Mr. Tandin Dorji | | | |
| 4 | Ms. Jamphel Choden | | | |
| 5 | Ms. Leesa Leebang Subba | | | |
| Return Journey | | | | |
| 1 | Dr Ugyen Tshewang | Brisbane | Bangkok | 28 th June |
| | | Bangkok | Paro | 29 th June |
| 2 | Ms. Tashi Lhamo | Canberra | Bangkok | 28 th June |
| | | Bangkok | Paro | 29 th June |
| 3 | Mr. Tandin Dorji | Perth | Bangkok | 28 th June |
| | | Bangkok | Paro | 29 th June |
| 4 | Ms. Jamphel Choden | Brisbane | Bangkok | 28 th June |
| | | Bangkok | Paro | 29 th June |
| 5 | Ms. Leesa Leebang Subba | Adelaide | Bangkok | 22 nd June |
| | | Bangkok | Paro | 23 rd June |