Section 2: Bid Data Sheet

A. General	
ITB 1.1	The number of the Invitation for Bids (IFB) is: **DWPSD/PESJP/2026-2027/G-13/**
ITB 1.1	The Purchaser is: **Project Management Unit, Pathways for Emerging Skills and Jobs Project (PESJP), Department of Workforce Planning and Skills Development, Ministry of Education and Skills Development (MoESD).**
ITB 1.1	The name of the open competitive bidding (OCB) is: **G-13 Procurement of Lab Equipment RDTC Floriculture and Medicinal Plants** The identification number of the OCB is: **12** The number and identification of lots comprising this OCB is: **G-13 Procurement of Lab Equipment RDTC Floriculture and Medicinal Plants**
ITB 2.1	The Borrower is: **Ministry of Education and Skills Development (MoESD)**
ITB 2.1	The name of the Project is: **Pathways for Emerging Skills and Jobs Project (PESJP)**
B. Contents of Bidding Document	
ITB 7.1	For **clarification purposes** only, the Purchaser's address is: Attention: **Project Director, PESJP, DWPSD, MoESD.** Street address: **Thimphu: Bhutan** Telephone: **02335923** E-mail: **tshewangpesjp@gmail.com**
C. Preparation of Bids	
ITB 10.1	The language of the Bid is: **English**
ITB 11.1 (i)	The Bidder shall submit with its Bid the following additional documents: (a) Bid Submission Sheet and the applicable Price Schedules, in accordance with ITB 12, ITB 14, and ITB 15; (b) Bid-Securing Declaration, in accordance with ITB 21; (c) written confirmation authorizing the signatory of the Bid to commit the Bidder, in accordance with ITB 22; (d) documentary evidence in accordance with ITB 16, establishing the Bidder's eligibility to bid; (e) documentary evidence in accordance with ITB 17, that the Goods and Related Services to be supplied by the Bidder are of eligible origin; (f) documentary evidence in accordance with ITB 18 and ITB 31, that the Goods and Related Services conform to the Bidding Document;

	documentary evidence in accordance with ITB 19, establishing the Bidder's qualifications to perform the contract if its Bid is accepted.
ITB 12.2	The units and rates in figures entered into the Price Schedules should be typewritten or if written by hand, must be in print form. Price Schedules not presented accordingly may be considered nonresponsive.
ITB 13.1	Alternative Bids **shall not be** permitted.
ITB 14.5	The Incoterms edition is:**2020**
ITB 14.6 (b) (i)	For Goods offered from outside the Purchaser's country, the Bidder shall quote prices using the following Incoterms: **Incoterm 2020, DPU (Delivered at Place Unloaded) and insurance shall be the responsibility of the supplier.** For Goods offered from within the Purchaser's country, the bidder shall quote prices using the following Incoterms: **Incoterm 2020, EXW (ex-works, ex-factory, ex warehouse, ex showroom, or off-the-shelf, as applicable).**
ITB 14.7	The prices quoted by the Bidder **shall not be** adjustable.
ITB 14.8	The bid will be evaluated item-wise.
ITB 19.2	The Bidder shall include with its bid the Manufacturer's Authorization for all the items under this package. Also, documents such as an authorized dealer, distributor or reseller of the goods being procured can be considered in lieu of Manufacturers authorization.
ITB 19.3	The Bidder is required to include with its bid, evidence that it will be represented by an Agent in the Purchaser's country.
ITB 20.1	The bid validity period shall be **120** days days.
ITB 21.1	The Bidder shall furnish a Bid-Securing Declaration.
ITB 21.2	The Purchaser will declare a Bidder ineligible to be awarded a Contract for a period of **two (2) years**, if the bidder fails to comply with the terms and conditions of the tender document.
ITB 21.4	Any bid not accompanied by a substantially compliant Bid-Securing Declaration shall be rejected as nonresponsive.
ITB 22.1	In addition to the original Bid, the number of copies is: **one**
ITB 22.2	The written confirmation of Authorization to sign on behalf of the Bidder shall consist of**: "An organizational document, board resolution or its equivalent, or power of attorney specifying the representative's authority to sign the bid on behalf of, and to legally bind, the bidder. If the bidder is an intended or an existing joint venture, the power of attorney should be signed by all partners and specify the authority of the named representative of the joint venture to sign on behalf of, and legally bind, the intended or existing joint venture. If the joint venture has not yet been formed, also include evidence from all proposed joint venture partners of their intent to**

	enter into a joint venture in the event of a contract award in accordance with ITB 16.1 (b)"
ITB 22.2	The Bidder shall submit an acceptable authorization as a part of the bidding document.
D. Submission and Opening of Bids	
ITB 23.1	Bidders shall submit their Bids by mail or by hand.
ITB 23.1 (b)	Electronic bidding submission procedures shall be: **NA**
ITB 23.2 (c)	The additional identification marks are: **NA**
ITB 24.1	For **bid submission purposes** only, the Purchaser's address is: Attention: **Project Director,** **Project Management Unit,** **Pathways for Emerging Skills and Jobs Project,** **Department of Workforce Planning and Skills Development,** **Ministry of Education and Skills Development (MoESD)** **Thimphu, Bhutan**
ITB 24.1	**The deadline for bid submission is:** Date: **18/12/2026** Time: **10.30AM**
ITB 27.1	**The bid opening shall take place at:** Street address: **Project Management Unit, PESJP, DWPSD, MoESD** Floor/Room number: **Conference Hall** Date: **18/12/2026** Time:**11.00AM**
ITB 27.1	The electronic bid opening procedure shall be as follows: **NA**
ITB 27.3	The Bid Submission Sheet and Price Schedules shall be initialed by **three (3)** representatives of the Purchaser attending Bid opening.
E. Evaluation and Comparison of Bids	
ITB 34.1	The currency that shall be used for bid evaluation and comparison purposes to convert all bid prices expressed in various currencies into a single currency is: **Ngultrum**
ITB 35.1	Domestic preference **shall not** apply.
ITB 38.2	The qualifications of other firms such as the Bidder's subsidiaries, parent entities, or affiliates shall not be permitted.

ITB 40.1	Standstill provisions shall apply. The duration of standstill period will be 10 days from the date of notice of intention for award of contract. The Purchaser shall, at the start of the standstill period, notify in writing each Bidder that submitted a bid, of its intention to award a contract to the successful bidder at the end of standstill period. The notification using the form included in Section 9 (Contract Forms) shall include the following information: (a) the name of each Bidder who submitted a Bid; (b) the bid prices as read out at bid opening; (c) the name and evaluated prices of each Bid that was evaluated; (d) the name of Bidders whose bids were rejected and the reasons for their rejection; (e) the name of the winning Bidder, and the price it offered, as well as the duration and summary scope of the contract awarded; and (f) a statement of the reason(s) the bid of the unsuccessful Bidder to whom the notification is addressed was unsuccessful, unless the price information under (e) of this paragraph already reveals the reason.
ITB 41.1	Contract will be awarded to each bidder who technically responsive and financially lowest per item.
F. Award of Contract	
ITB 42.1	The maximum percentage by which quantities may be increased is:15% The maximum percentage by which quantities may be decreased is: 15%
ITB 46.1	The Bidder should submit its complaint following these procedures, in writing, to: For the attention: **Mr. Phub Rinzin** Title/position: **Project Director** Purchaser: **Ministry of Education and Skills Development (MoESD)** E-mail address: **prinzin@moesd.gov.bt**