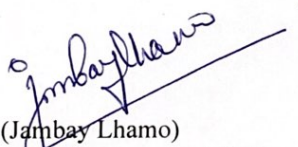




དཔལ་ལྷན་འབྲུག་གཞུང་ སྤྱི་འབྲེལ་ལྷན་ཁག།
Directorate of Services
Ministry of Foreign Affairs
Royal Government of Bhutan

6. Bidders should always provide quotes for full fare on “Economy” with **confirmed** seats only. And for Business Class whenever asked.
7. Cancellation and rebooking charges per ticket maybe specifically mentioned, wherever applicable.
8. The travel agent (s) is required to quote as per the sectors mentioned above and in the **reliable Airlines**.
9. All rates should be mentioned in our local currency and should be inclusive of all incidental charges of Air service agents (Druk Air or Bhutan Airlines)
10. Payment shall be made only after availing the travel and only upon submission of duly verified bills.
11. The procuring agency reserves the right to award sector wise whoever found cheaper besides route and schedule conveniences.
12. Bids shall be **rejected** or bidders shall **de-barred** from participating in the bidding process if they are found involved in any form of corruption or in collusion with the client.

Yours Sincerely,


(Jambay Lhamo)
Asst. Procurement Officer

Cc:

1. Office Copy
2. The Sr. Finance Officer, FD, DOS, MFA for kind information.
3. The ICTD, DoS, MFA to kindly upload the quotation in the Ministry’s website on the same day.
4. The Chief, Regional Organizations Division, Department of SAARD & Regional Organizations, MFA for kind information.