

रत्तराज्ञेषायवीयायविदः क्षितव्रेयाख्या

Directorate of Services Ministry of Foreign Affairs Royal Government of Bhutan

MFA/DoS/QUOT/TKT (23)/2018-2019/

15th April, 2019

Notice Inviting Quotation: Air Ticket (Re-tender)

Sealed rates are invited from authorized travel agents for air ticket for the following sector:

Date (DD/MM/YY)	Possible Flight Timings	From	То	Class	Number of Passengers	Remarks
28/04/2019		Paro	Delhi	Economy	2 Pax	Round Trip
29/04/2019	Arrival after 11:00 AM	Delhi	Doha			
02/05/2019	Departure early morning before 11:00AM	Doha	Delhi			
03/05/2019	-	Delhi	Paro			
Date (DD/MM/YY)		From	То	Class	Number of Passengers	Remarks
29/04/2019	-	Paro	Delhi	Economy	2 Pax	Round Trip
30/04/2019	Arrival after 11:00 AM	Delhi	Doha			
02/05/2019	Departure early morning before 11:00AM	Doha	Delhi			
03/05/2019	-	Delhi	Paro			

Type of Airline : Mention the Airline name and itinerary clearly. Kindly quote for both airlines (Druk Air & Bhutan Airlines) for Paro-Delhi-Paro sector

Terms and Conditions:

- All bids must be submitted in a sealed envelope (plain) addressed to Asst. Procurement Officer,
 Directorate of Services, Ministry of Foreign Affairs and should be marked as "Quotation for
 Air Ticket with its respective sectors" on 16th April, 2019 on or before 11:30 AM. And it will
 be opened at 12:30 PM on the same day. The quotation received after the deadline of submission
 shall be rejected as received late.
- 2. The rate should be quoted as per the sector given above and will be selected for the most **economical route** (the most direct and the shortest route). However, bidders are requested not to quote for budgeted airlines.
- 3. The Bidder (s) shall enclose a copy of valid trade license and tax clearance certificate
- The rates quoted shall not be subject to change for the duration of 5 hours after the opening of the quotation.
- 5. Conditional quotations entailing an increase of fares or change of airlines at the time of travel and offers such as wait list or offering alternative route shall not be accepted.

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Near Changangkha school, Thimphu, Bhutan PABX: +975-2-328226 / 328183 website: www.mfa.gov.bt



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- 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)

Assi. 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.