



Ref. No: BSB/Proc-07/2018-2019/ 132

Date: 15/08/2018

To,  
M/s.....

**Sub: Air Ticket Quotation**

Kindly arrange to submit your most competitive rates in sealed envelope for the following sector within the indicator date schedule.

Date of Travel	From	To	Class	Name of Passenger	Remarks
23 <sup>rd</sup> Sept 2018	Paro	Bangkok	Economy	Mr. Sonam Phuntsho Mr. Tashi Tenzin	
24 <sup>th</sup> Sept 2018	Bangkok	Switzerland (Geneva)			
29 <sup>th</sup> Sept 2018	Switzerland (Geneva)	Bangkok			
30 <sup>th</sup> Sept 2018	Bangkok	Paro			

1. **Important Note:** Quote only for the confirmed ticket for the particular route. Interested bidders/firms are requested to submit its rates in sealed envelope as per the terms & conditions mentioned below.

**Terms & Conditions:**

1. The bid in sealed envelope should be submitted to undersigned on or before 24<sup>th</sup> August 2018 at 11:00 PM and will open on same day at 11:30 PM in the chamber of chairperson.
2. **Stopover between Geneva and Bangkok should not be in a European country as this would require separate visa requirement.**
3. The rate should be quoted as per the sector given above and will be selected based on the lowest evaluated bid and also preferably direct flight if travel time difference is 6 hours or more.
4. All tickets quoted being full economy fare, the **ticket must be endorsable.**
5. Date of travel origination and arrival for the return trip in the travel quote shall conform with Travel Date & Sector
6. Airline(s) and seat(s) must be confirmed while submitting the quotation and submit confirmed itineraries.
7. The rates quoted should be valid for a period of seven (7) days from the date of opening of tender and availability of confirmed seats should be as per the details mentioned above.



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8. The bidder should furnish interest free bid security of Nu.5, 000.00 (Nu. Five Thousand) only in lump sum. Bid security of the winning bidder shall be converted as Performance Security. The bid security must be drawn favoring **Director General, Bhutan Standards Bureau** in the form of demand draft or cash warrant. The validity of the Bid security shall be valid for a minimum period of Six months. However, those bidders (s) who have submitted such instrument earlier will not be required to resubmit again provided the amount required is same and the validity is not expired.
9. The successful bidder should submit the photocopy of every air ticket along with their invoices for payment.
10. Unconditional quotations like an increase of fares or changes of airlines at the time of travel shall not be permitted.
11. The bidder must in possession of a valid trade licence issued by Ministry of Economic Affairs, which may be sought while awarding the tender.
12. The ticket(s) should be issued within seven (7) working days from the date of issue of work order.
13. In case the lowest evaluated bidder withdraws his/her bid or not in a position to issue the ticket(s) as per the work order, then the second lowest bidder shall be asked to purchase and issue ticket(s).
14. Quotation(s) submitted without sealed envelope shall be considered rejected and returned un-opened to the respective bidder(s).
15. The purchaser reserves the 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.
16. For any clarification(s), the bidder(s) shall contact the procurement unit of the BSB.
17. Other requirement shall be as per procurement manual 2009.

(Sonam Phuntsho)  
Director General

Director General  
Bhutan Standards Bureau  
The National Standards Body of Bhutan  
Thimphu : Bhutan