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ལྷན་རྒྱུས་གཞུང་ཚོགས་ཡིག་ཚང་།

ROYAL GOVERNMENT OF BHUTAN

Cabinet Secretariat
Gyalong Tshogkhang
Thimphu : Bhutan

A-5/ 2545

June 04, 2018

NOTICE INVITING QUOTATION

The PSGRD, Cabinet Secretariat invites sealed bids from the interested travel agent/ticketing agents having valid trade license for the purchase and issue of air tickets for 5 pax as per the following routes:

Paro - Delhi - Jaipur - Delhi - Paro

The rates quoted should be submitted to the office by 8th June, 2018 before 2:30 PM. The tender will be opened and awarded on the same day at 3:00 PM in the presence of the interested bidders or their legal representatives.

TERMS & CONDITIONS FOR TICKETING:

1. The quotation for purchase and issuance of air ticket for economy class is hereby invited for the following routes for 5 pax (person):

Sl #	Date of Travel	Destination
1	17th June, 2018	Paro to Delhi
2		Delhi to Jaipur
3	23rd June, 2018	Jaipur to Delhi
4		Delhi to Paro

2. The quotation should be addressed to Director, Cabinet Secretariat, Thimphu and reach office latest by 8th June, 2018 on or before 2:30 PM.
3. The bidders are requested to mention the name of the airline & submit confirmed itineraries.
4. The availability of seats at the time of travel should be confirmed before submitting the quotation.
5. The quotation without Bid Security and without sealed envelope will be rejected.
6. The validation of fares and availability of seats should be as per the details mentioned above.
7. The bidders shall submit EMD of Nu. 12,000/- (Twelve Thousand) only drawn in favour of the Director, Cabinet Secretariat in form of cheque/draft/cash.
8. The bidder shall enclose copies of valid trade license.
9. No cancellation charges shall be applicable unless the tickets have been purchased by the client.
10. The ticketing agent shall be required to refund the difference of cost should an agent charge the full fare but issue an excursion ticket. Any other conditions such as "non-refundable", "non-transferable" and "charges for date change" etc, with specific time line should be clearly mentioned.
11. Lowest evaluated bidder who receives the award shall issue the tickets and in case of withdrawal, the bid security shall be forfeited by the procuring agency and the second lowest evaluated bidder shall be awarded the ticketing order. However, the differential amount shall be borne by the lowest evaluated bidder in case of withdrawal.
12. Payment shall be made only after the travel has been performed.
13. The ticketing agent may enclose separate itinerary indicating other details such as airline and flight number.
14. Unconditional quotations like an increase of fares or change of airlines during the time of travel are not accepted.