



དཔལ་ལྷན་འབྲུག་གཞུང་། ཤེས་རིག་ལྷན་ཁག་།

Royal Government of Bhutan  
Directorate of Services  
Ministry of Education

ཤེས་རིག་

MoE/PRO-13/2021-2022 (FY)4311

31st March, 2022

### Airfare Quotation

The Ministry of Education, Thimphu hereby invites the sealed rates from authorized travel agents for air tickets for the following sector.

#### Sector and Travel dates:

Paro – Delhi - Colombo

31<sup>st</sup> March, 2022

Type of Class: **Economy.**

#### Names of the Travelers:

1. Mr. Ngawang C Gyeltshen

#### TERMS AND CONDITIONS:

1. The sealed rates must be submitted to this Ministry on **5<sup>th</sup> April, 2022**, before or on **11:00 AM** and will be opened on the same day at **11:30AM** properly addressed in favor of the **Procurement Officer, Directorate of Services, MoE, Thimphu**. Bids after 11:00AM will not be accepted.
2. The rates should be quoted as per the sector given above & will be selected for the **most economical and direct route** and if there is transit then it should be a minimum of 1:30 hours to the next flight schedule.
3. Please **do not quote** with options rates, just **quote one rate**.
4. Agents are asked to submit an airline without having to stamp a transit visa for the passenger and if it's needed then the agents shall be liable for any transit visa fees.
5. The Air quotation without the **sealed envelope** shall be considered non-responsive and bid shall be **rejected**.
6. In case the lowest bidder withdraws their bid after the award has been confirmed then the second lowest bidder shall be asked to purchase and issue ticket(s) and the **difference amount** shall be borne by the lowest bidder along with EMD will be forfeited.
7. The airline **should not be a budgeted airline** and rates should cover **all the in-flight meals within the quoted amount**.





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8. The quoted rates shall not be subject to change for a duration of **5 hours** after the opening of the quotation.
9. Any last-minute route change shall be borne by the Ticketing agent if not mistakenly done by the Procuring Agency.
10. Unconditional quotations like an increase of fares or change of airlines at the time travel are not accepted.
11. A valid Ticketing License issued by the Ministry of Economic Affairs must be submitted.
12. The purchaser reserves every right to reject the bids if it is found not responsive to our terms and conditions and the decision of the tender committee will be final and binding.
13. As we are still under COVID Pandemic, all necessary covid protocol requirements shall be properly guided and in place and thoroughly instructed to our students/MoE officials prior to the traveling.

Yours Sincerely;

(Pema Dondup)

Procurement Officer, DoS

Copy to:

1. The Offtg. Director, DAHE, for kind information.
2. The Offtg. Director, DoS for kind information
3. The Offtg. Chief Finance Officer, DoS for kind information.
4. Chief Programme Officer, SSSD, DAHE
5. Office Copy