



MoESD/PRO-13/2023-2024(FY)/114

16th January, 2024

Airfare Quotation

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

Sector and Travel dates:

Stockholm Arlanda, Sweden - Delhi 19th January, 2024

Delhi - Paro 20th January

Paro-Delhi 2nd February

Delhi - Stockholm Arlanda, Sweden 3rd February

Type of Class: Economy.

Name of the Traveler:

1. Mr.Paul Wojciech Vaderlin (PP no:AA1733133)

TERMS AND CONDITIONS:

- 1. The sealed rates must be submitted to this Ministry on 17th January, 2024, before or on 10:00AM, and will be opened on the same day at 10:30AM properly addressed in favor of the Procurement Officer, Office of Secretariat Services, MoESD, Thimphu. Bids after 10:00AM will not be accepted.
- 2. The rates should be quoted as per the sector given above & will be awarded for the **most** economical route.
- 3. If there is transit then it should be a minimum of 02:00 hours to the next flight schedule.
- 4. Flights requiring a transit visa, or different dates other than above itinerary shall not be accepted.
- 5. Please do not quote with options rates, just quote one rate one route.
- 6. 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.
- 7. The Air quotation without the **sealed envelope** shall be considered non-responsive and the bid shall be **rejected**.





- 8. 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.
- 9. The airline should not be a budgeted airline and rates should cover all the in-flight meals within the quoted amount.
- 10. The quoted rates shall not be subject to change for a duration of **5 hours after the opening of the quotation.**
- 11. Any last-minute route change shall be borne by the Ticketing agent if not mistakenly done by the Procuring Agency.
- 12. Unconditional quotations such as an increase of fares or a change of airlines at the time of travel are not accepted.
- 13. A valid Ticketing License issued by the Ministry of Economic Affairs must be submitted.
- 14. 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.

Yours Sincerely;

Signed electronically

(Pema Dondup)

Procurement Officer, OSS

Cc to:

- 1. The Head of OSS for kind information
- 2. The Offtg. Chief Programme Officer, PPD, for kind information
- 3. The Chief Programme Officer, ECCD/SEND for kind information.
- 4. The Offtg. Chief Finance Officer, OSS for kind information.