



ཀྲུལ་ཡོངས་ཚོགས་འདུའི་སྤུང་ཆེན་ཡིག་ཚང་།

NATIONAL ASSEMBLY SECRETARIAT
THIMPHU: BHUTAN



NAB/Adm-01/2018/ 1476

18th April, 2019

QUOTATION FOR ISSUANCE OF AIR TICKETS

The Management of the National Assembly Secretariat is pleased to invite sealed bids from the eligible licence holders for the supply of air tickets as per the following terms and conditions.

Sl. #	Sector		Date	Remarks
	From	To		
1	Paro	Bangkok	04/05/2019	
2	Bangkok	Singapore	05/05/2019	
06/05/2019 – 07/05/2019(Meeting)				
3	Singapore	Kuala Lumpur	08/05/2019	
09/05/2019-10/05/2019 (Meeting)				
4	Kuala Lumpur	Bangkok	11/05/2019	
12/05/2019-13/05/2019 (Meeting)				
5	Bangkok	Paro	14/05/2019	

Details of passengers:-

Sl.#	Name of passenger	Passport No.	Class	No. of Pax.
1	Hon Phuntsho Raptan, NC	K001377	Business	5 Paxs
2	Hon Choida Jamtsho, NA	K001828		
3	Hon Dil Maya Rai, NA	K001748		
4	Hon Ganesh Ghimiray, NC	K001824		
5	Hon Ugyen Tshering, NC	K001697		
9	Ms. Pem Zam, Committee Secretary	Z016832	Economy	2 Paxs.
10	Mr. Tashi Rabten, Committee Secretary	Z014995		

The rates quoted must be submitted to the Administration and Finance Division of the General Administration Section, Thimphu latest by **Monday 29th April, 2019 on or before 2:00 pm am and will be opened at 2:30 pm on the same day.**

TERMS AND CONDITONS

POST BOX # 139, GYELYONG TSHOKHANG, THIMPHU: BHUTAN

PABX: +975 2 322729/322793/322416 FAX: +975 2 324210

Website: www.nab.gov.bt



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1. All bids must be submitted in a sealed envelope marked as “**Quotation for Air Ticket**” and should be addressed to the **Director, National Assembly Secretariat, Thimphu.**
2. Tender should be accompanied with lump sum amount of Nu. **20,000/-** (ngultrum twenty thousand) only as earnest money deposit in the form of draft/ cash warrant issued in favour of the **Director, National Assembly Secretariat.**
3. The earnest money of Nu. **20,000/- (ngultrum twenty thousand)** of the lowest evaluated bidder shall be retained with the Secretariat as performance security deposit and will be returned only after the delivery of the air ticket mentioned in the supply order for the above sector.
4. Quotation without EMD and without sealed envelope will be rejected.
5. The Tender Committee shall reject the bids if the date, time, seats and flight number is not mentioned in the quotation.
6. The quotation received after the deadline of submission shall be rejected as received late.
7. The quoted fares shall be in Ngultrum and full fare.
8. The rate should be quoted as per the sector given above and will be selected for the **most economical route.** However, bidders are requested not to quote for budget airlines.
9. Airline and seats must be confirmed while submitting the quotation and submit confirmed itineraries.
10. The validation of fares and availability of seats should be as per the details mentioned above.
11. Tender document should contain a photocopy of valid trade licence issued by Ministry of Economic Affairs.
12. Unconditional quotations like an increase of fares or changes of airlines at the time of travel are not accepted.

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13. In case the lowest bidder withdraws his/her bid 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.
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 tender committee will be final and binding.
15. The payment shall be released only after performing the journey.
16. The durations between connection flights should be minimum of two hours and maximum of three hours.

Thanking you.

Yours sincerely,

(Duba)
Director

CC:

1. Hon Secretary General, NAS, for kind information; and
2. Office copy.