



འབྲུག་གི་རྒྱལ་ཡོངས་ཚོགས་མཉེན་འཛུགས་སྡེ།

NATIONAL COUNCIL OF BHUTAN



National Council Secretariat  
Thimphu

Air ticketing for the National Council Secretariat

## BID DOCUMENTS

### Table of Contents

Invitation for Bids .....	2
Terms and condition.....	3
Bid Form .....	4



## Invitation for Bids

NC/Adm/Pro-4/2018/ 2389

September 7, 2018

To:

.....  
.....

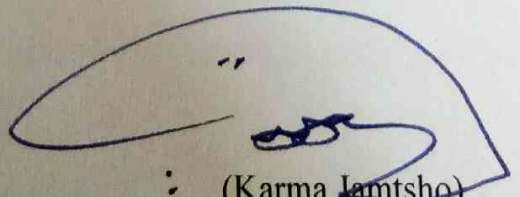
1. The National Council Secretariat, ("the Purchaser"), invites sealed rates from Bhutanese firms having valid trade license for the supply of air tickets to the National Council Secretariat, as per the itinerary given below for the Economy and Business class.

**Total Number of Travellers: 9 paxs**

### Travel itinerary

Sl.no	Date	Sector	Business Rates in NU.	Economy Rates in NU.
1	12/10/2018	Paro-Delhi		
2	13/10/2018	Delhi-Geneva		
3	19/10/2018	Geneva-Delhi		
4	21/10/2018	Delhi-Paro		

2. Bidders may obtain further information from, and inspect and acquire the bidding documents, at the office of the Purchaser, at National Council Secretariat, Thimphu, during office hours at **02-327459/337354**
3. The bids should be submitted **on or before 14<sup>th</sup> September 2018 before 10AM.**
4. All bids documents must be addressed to **Officiating Director National Council Secretariat, Thimphu.** Quotations Bids will be opened at **10.30 A.M on 14<sup>th</sup> September 2018.**

  
: (Karma Jamtsho)  
Officiating Director



འབྲུག་གི་རྒྱལ་ཡོངས་ཚོགས་སྤེལ།

NATIONAL COUNCIL OF BHUTAN



**TERMS AND CONDITIONS**

1. All bids must be submitted in a sealed envelope marked as "**Quotation for Air Ticket**" to the Officiating Director National Council Secretariat latest by 14<sup>th</sup> September 2018 before 10.00AM and will be opened at 10.30 AM on the same day.
2. The rates quoted shall be **CIF/NCS Office**. Generally the rates quoted shall be inclusive of all charges/levies/taxes.
3. The rates quoted shall be valid for a period of **one month** from the date of tender opening.
4. The quotation must be submitted on the letter head of the bidder with page number and duly signed.
5. Supply of air tickets shall be completed within **7 days** from the date of issue of supply order.
6. Quotation shall be submitted along with earnest money deposit of **Nu.15,000**. Earnest money shall be submitted in the form of Cash Warrant/Cheque in favour of the Officiating Director, National Council, Lanjophaka, Thimphu. Tender bids without earnest money will be rejected. Earnest money shall be returned to the unsuccessful bidders on finalization of tenders.
7. Quotation should be accompanied by a copy of a valid trade license and tax clearance certificate issued by the Department of Revenue and Customs for the current year.
8. The earnest money of **Nu;15,000** of the lowest evaluated bidder shall be retained with the National Council Secretariat as performance security deposit and will be returned only after the delivery of the Air Tickets mentioned in the supply order for the above sector.
9. Payment towards the cost shall be made after completion of travel. No advance payment will be made under any circumstances.
10. If any of the terms and conditions specified is not fulfilled, the quotation shall be rejected.
11. The tender committee of the NCS reserves the right to reject any of the quotations without assigning any reason thereof.
12. The terms and conditions stated above is binding and accepted by the bidder and the purchaser.