



ཁྲོམ་དཔོན་ཡིག་ཚང་།  
བསམ་གྲུབ་ཁྲོང་ས་མཁར་ཁྲོམ་གྲེ།  
THROMDE ADMINISTRATION  
SAMDRUP JONGKHAR THROMDE



SJT/Pro-04/2023-2024/1253

10<sup>th</sup> January, 2024

**Notice Inviting Tender: Procurement of Air Tickets**

The Thromde Administration, Samdrup Jongkhar is pleased to invite sealed bids from the eligible license holders for the supply of air tickets as per the following terms and conditions:

Tentative Date of Travel (DD/MM/YYYY)	Sector	Class	Number of Passenger
22-01-2024	Paro-Bangkok	Economy	6 pax
30-01-2024	Bangkok-Paro		

Type of Airline : Mention the Airline name and itinerary clearly.

**Terms & Conditions:**

- All bids must be submitted in a sealed envelope (plain) addressed to **Procurement Officer, Thromde Administration, Samdrup Jongkhar** and should be marked as **“Quotation for Air Ticket with its respective sectors”** on **15<sup>th</sup> January, 2024**, on or before **2PM**. And it will open at **2:30 PM** on the same day. The quotation received after the deadline of submission shall be rejected as received late. 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 budgeted airlines.
- The Bidder (s) shall enclose a copy of **valid trade license, tax clearance certificate** along with its bid.
- The bidder(s) shall deposit the EMD of Nu.5000
- The rates quoted shall not be subject to change for the duration of **24 hours after the scheduled opening of the bid**.
- Conditional quotations entailing an increase of fares or change of airlines at the time of travel and offers such as wait list or offering alternative route shall not be accepted.
- Airline and seats must be confirmed while submitting the quotation and submit confirmed itineraries.
- Bidders shall quote for flexible tickets to enable change and refund in the event of any unavoidable circumstances.** Cancellation and rebooking charges per ticket maybe specifically mentioned, wherever applicable.
- All rates should be mentioned in our local currency and should be inclusive of all incidental charges of Air service agents (Druk Air or Bhutan Airlines)
- Payment shall be made only after availing the travel and only upon submission of duly verified bills.



ཁྲིམ་དཔོན་ཡིག་ཚང་།  
བསམ་གྲུབ་རྫོང་མ་ཁར་ཁྲིམ་ཐེ།  
THROMDE ADMINISTRATION  
SAMDRUP JONGKHAR THROMDE



10. The procuring agency reserves the right to award sector wise whoever found cheaper besides route and schedule conveniences.
11. Bids shall be **rejected** or bidders shall **de-barred** from participating in the bidding process if they are found involved in any form of corruption or in collusion with the client.
12. All the other terms and conditions shall remain same as specified in the bidding documents or PRR2023.

Sincerely,  
ཁྲིམ་དཔོན་ཡིག་ཚང་།  
བསམ་གྲུབ་རྫོང་མ་ཁར་ཁྲིམ་ཐེ།  
PROCUREMENT OFFICER  
SAMDRUP JONGKHAR THROMDE

Dechen Dema  
Asst. Procurement

Copy to:

1. The Dasho Thrompon for kind information
2. The Offtg. Executive Secretary for kind information
3. ICT section head for necessarily follow up
4. Office Copy