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ELECTION COMMISSION OF BHUTAN

(Ensuring Free, Fair & Democratic Elections & Referendums)



ECB-/ADM (15)2016-2017 /721

October 20, 2016

LIMITED TENDER

The Election Commission of Bhutan would like to invite sealed bids from the eligible license holders for the purchase of air tickets as per the following terms and conditions

SI#	No. Pax	Date of travel	Sector/Route	Class/Type
01	12	12/11/2016	Paro-Bangkok	E-Class
02	12	13/11/2016	Bangkok-Copenhagen	E-Class
03	12	19/11/2016	Copenhagen-Bangkok	E-Class
04	12	20/11/2016	Bangkok-Paro	E-Class
05	01	13/11/2016	Beijing-Copenhagen	E-Class

TERMS & CONDITION

1. All bids must be submitted in a sealed envelope marked as “Quotation of Air Ticket” to the Chief Administrative Officer, AFD, ECB latest by **25th of October 2016** before 1:00 AM and will be open on the same day.
2. The rate should be quoted as per the sector given above and will be selected based on the lowest evaluated bid.
3. The details of the traveler(s) will be provided in the work order.
4. Airline, time and seats must be confirmed while submitting the quotation with confirmed itineraries.
5. The validation of fares and availability of seats should be as per the details mentioned above.

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6. The successful bidder should submit the copy of the air tickets along with their invoice for payment.
7. Unconditional quotation like increase of fares or changes of airlines at the time of travel are not accepted.
8. Tender documents should contain a copy of valid trade license issued by the Ministry of Economic Affairs.
9. Tender should be accompanied with a lump sum amount of Nu. 20,000/- only as the earnest money deposit (EMD) in form of draft/ cash warrant issued in favor of Chief Administrative Officer, AFD, ECB.
10. The earnest money of Nu. 20,000/- of the lowest evaluated bidder shall be retained with the Commission as performance security deposit and will be returned only after the delivery of air tickets mentioned in the supply order of the above sector.
11. **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 1st lowest evaluated bidder.**
12. Quotation without EMD and without sealed envelope will be rejected.
13. The ECB 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.

Deputy Chief Procurement Officer

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