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Royal Government of Bhutan, Ministry of Health, Thimphu, Bhutan
(Division of Support Services)



MoH/DoSS-PRO(10)/2026-2027(FY)/997

3rd August, 2026

Notice Inviting Tender (Air Ticket Quotation)

M/s

Dear Sir/Madam,

The Ministry of Health, Thimphu, hereby invites **sealed quotations** from authorized travel agents for the supply of **air tickets** as per the details given below:

SL	Travel Dates	Travel Route	No. of Pax & Class	Nationality	Remarks
1	28 th Septemeber, 2026	Hat Yai International Airport (HDY) - Suvarnabhumi Airport (BKK)	4 Pax (Economy)-One Way 1. Mr. Ngawang Dorji 2. Ms. Yog Nedhi Sanyasi 3. Mr. Yonten Nidup 4. Mr. Tenzin Wangda	Bhutanese	After completing LTT from Songkla University, Thailand
	28 th September, 2026 or 29 th September, 2026	Suvarnabhumi Airport (BKK) – Paro International Airport (PBH)			
2	15 th August, 2026	Paro International Airport (PBH) – Singapore Changi Airport (SIN)	1 Pax (Economy) – One Way 1. Jigme Wangchuk	Bhutanese	LTT at Renal at Pathology National University Hospital, Singapore

Terms and Conditions for Air Ticket Quotation

1. Submission Deadline

Sealed quotations must be submitted to the Ministry on **6th August, 2026 before 10:00 AM**.
The bids will be opened on the same day at **10:30 AM** in the presence of interested bidders.

2. Route and Airline Requirement

- o Rates shall be quoted strictly as per the specified travel sector.
- o Only the most direct and economical routes shall be considered.
- o Budget airlines are not permitted.
- o Layover/transit time should preferably be a minimum of **3-4 hours** for international connecting flights.

3. Itinerary Submission

- o Bidders must clearly indicate the **airline name**.
- o A **confirmed travel itinerary** must be submitted along with the quotation.

4. Fare Commitment

- o Quotations must be **firm and unconditional**.
- o No increase in fare or change in airline will be accepted after submission.

5. Seat Confirmation and Validity

- o Quoted fares must be valid for the specified travel dates.
- o Confirmed seat availability must be ensured at the time of submission.

www.moh.gov.bt

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6. Eligibility Requirements

- A valid Ticketing License issued by the Ministry of Economic Affairs must be submitted.
- A valid Tax Clearance Certificate must also be provided.

7. Submission Address

Scaled quotations shall be addressed to:
Procurement Officer
Procurement Section
Division of Support Services
Ministry of Health

8. Late Submission

- Quotations received after the deadline shall be rejected without evaluation.
- Bidders must ensure submission within the stipulated time.

9. Evaluation Criteria Clause

"The award shall be made to the lowest evaluated responsive bidder meeting all the requirements."

10. Cancellation Clause

"The Ministry reserves the right to accept or reject any or all quotations without assigning any reason."

11. Currency and Pricing

- All prices must be quoted in Ngultrum (BTN).
- If quoted in foreign currency (USD), conversion to BTN must be done using the prevailing exchange rate on the date of submission.

Yours Sincerely;

(Ngawang Norbu)

Sr. Procurement Officer, DoSS

Cc to:

1. The Chief Finance Officer, FD, DoS for kind information.
2. The Officiating Chief HRO, HRD, DoSS for kind information