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



MoH/DoSS-PRO(10)/2026-2027(FY)/2779

16th September, 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	25 th Oct, 2026	Paro (PBH) – Delhi (DEL) – Hyderabad (HYD)	8 Pax (Economy)	Bhutanese	To attend training on plant quarantine, pest identification and diagnosis, phytosanitary measures and risk management at the National Institute on Plant Health Management, Hyderabad, India from 26 Oct – 4 nov, 2026
	5 th Oct, 2026	Hyderabad (HYD) – Delhi (DEL) – Paro (PBH)	1. Mr. Ugyen Tashi 2. Mr. Dilliram Chhetri 3. Mr. Lalit Kumar Orari 4. Mr. Chencho Wangdi 5. Ms. Passang Dema 6. Ms. Kezang Choden 7. Mr. Ugyen Jamtsho 8. Mr. Singye Wangdi		

Terms and Conditions for Air Ticket Quotation

- Submission Deadline**
Sealed quotations must be submitted to the Ministry on **18th October, 2026 before 10:00 AM**.
The bids will be opened on the same day at **10:30 AM** in the presence of interested bidders.
- Route and Airline Requirement**
 - Rates shall be quoted strictly as per the specified travel sector.
 - Only the **most direct and economical routes** shall be considered.
 - **Budget airlines are not permitted.**
- Itinerary Submission**
 - Bidders must clearly indicate the **airline name**.
 - A **confirmed travel itinerary** must be submitted along with the quotation.
- Fare Commitment**
 - Quotations must be **firm and unconditional**.
 - **No increase in fare or change in airline** will be accepted after submission.
- Seat Confirmation and Validity**
 - Quoted fares must be **valid for the specified travel dates**.
 - **Confirmed seat availability** must be ensured at the time of submission.


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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

Sealed 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