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ROYAL AUDIT AUTHORITY
Bhutan Integrity House



Reporting on Economy, Efficiency & Effectiveness in the use of Public Resources

RAA/ADM-11/2022-2023/ 1785

Date: 29/9/2022

Notice Inviting Tender: Procurement of Air Tickets

The Royal Audit Authority is pleased to invite sealed bids from the eligible license holders for the supply of air tickets as per the following terms and conditions:

Date of Travel	Sector	Class	Number of Passenger	Remarks
6 th November, 2022	PBH to BKK/ DEL	Premium Economy	1 pax	<ul style="list-style-type: none"> Quote for the most direct & the shortest route. Reliable Airlines with good COVID-19 safety measure ratings. The officials have to arrive in Rio De Janeiro on 8th November 2022 and return on 12 November 2022 from Rio De Janeiro.
7 th November, 2022	BKK/DEL to Rio De Janeiro, Brazil	Economy	1 pax	
12 th November, 2022	Rio De Janeiro, Brazil to BKK/DEL			
13 th November, 2022	BKK/DEL to PBH			

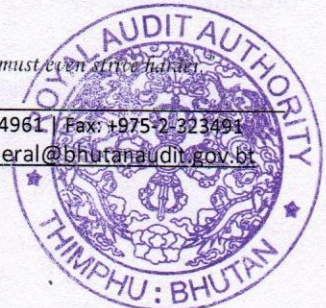
Type of Airline: Mention the Airline name and itinerary clearly

Terms and Conditions:

- i. All the bids must be submitted in a sealed envelope (plain) addressed to **Head, Administration & Finance Section, Royal Audit Authority, Thimphu** and should be marked as **“Quotation for Air Ticket with its respective sectors”** on **7th October 2022** on or before **11:00 AM**. and it will open at **11:00 AM** on the same day. The quotation received after the deadline of submission shall be rejected as received late.
- ii. The rate should be quoted as per the sector given above and will be selected for the most **ECONOMICAL ROUTE (the most DIRECT, the shortest and Non-Stop routes)**. However, bidders are requested not to quote for budgeted airlines.

*“Every individual must strive to be principled. And individuals in positions of responsibility must even strive harder.”
 - His Majesty the King Jigme Khesar Namgyel Wangchuck*

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རྒྱལ་ཁཚུང་རྩིས་ཞིབ་དབང་འཛིན།
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- iii. The Bidder (s) shall enclose a copy of **valid trade license, tax clearance certificate** along with its bid.
- iv. The rates quoted shall not be subjected to change for the duration of **24 hours after the scheduled opening of the bid.**
- v. 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. Bidders should always provide quotes for full fare on "Economy" with **CONFIRMED** seats only.
- vi. **Bidders shall quote for flexible tickets to enable change and refund in the event of any unavoidable circumstances.** Cancellation and rebooking charges per ticket may be specifically mentioned, wherever applicable.
- vii. The travel agent (s) is required to quote as per the sectors mentioned above and in the most **RELIABLE Airlines with good COVID-19 safety measures.**
- viii. 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**).
- ix. Payment shall be made only after availing the travel and only upon submission of duly verified bills.
- x. The procuring agency reserves the right to award sector wise whoever found cheaper besides route and schedule conveniences.
- xi. 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.
- xii. All the other terms and conditions shall remain same as specified in the bidding documents or PRR 2019.

Yours sincerely,

**Head
Administration & Finance Section**

Cc: 1. Office copy
2. Guard file



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- His Majesty the King Jigme Khesar Namgyel Wangchuck*