**Terms and Condition**

1. The rate quoted shall stand valid for 30 days from the date of opening the tender. The rate quoted shall be C.I. F TCB, Thimphu inclusive of taxes and duties.
2. The purchaser shall not provide IDEC/ BST exemptions certificate as per the government rules.
3. Copy of the valid trade license, latest tax clearance certificate should be submitted along with the tender for verification to check the eligibility of the supplier. Failing to submit the above documents will render the bids being rejected.
4. The selected supplier(s) must deliver the full quantity of the order within 1 week from the date of order. In the event of late delivery, penalty (cancellation of the order and forfeiting the performance security as mentioned below sl. # 5) shall be imposed.
5. The bidders should submit the samples of GPS to the office along with copy of trade license, tax clearance certificate and other relevant documents.
6. The selected supplier(s) shall be required to deposit 5% of the total order value as performance security within 3 days from the date of order in the form of demand draft in favor of TCB. Failing to deposit the same within the time specified, the order shall be cancelled and the bid security mentioned at sl. # 6 shall be forfeited. The security deposit shall be refunded/ returned on successful completion of supply of the product.
7. All bids shall be required to furnished bid security @ 2% of the quoted value in the form of demand draft or cash warrant in favor of TCB. Bids without security shall be directly rejected. Bid security of the unsuccessful bidders shall be returned after finalization of the tender. The bid security of the successful bidder(s) shall be fortified if the successful bidder(s) withdraw their bid during the validity period i.e. 30 days from the date of bid opening or if the successful bidder(s) fails to deposit the performance security as mentioned above: Sl. # 5. The bid security shall be returned to the successful bidder(s) on conformity with the above terms and conditions.
8. 2 % tax shall be deducted from your bills as per RGoB rules and regulations.
9. The quality of product should be in original GPS Garmin Etrex20.
10. The Warranty of the product should mention clearly in your bid document.
11. The tender committee reserves the right to reject one or all bids. The decision of the tender committee shall be final and binding.
12. The payment shall be made to the supplier only after the full delivery of the goods. No advance payment shall be made.
13. The tender should be submitted addressed to the Head, Administration and HR Division, Tourism Council of Bhutan, Thimphu latest by 19thJune 2014 before 12 noon and shall be opened on the same day at 2:30 PM.

Quotation number and date must be mentioned clearly on the bids, failing to do so will render the bids being rejected.

(Yeshey Wangchuk)

 **Head**

**Administration and HR Division**