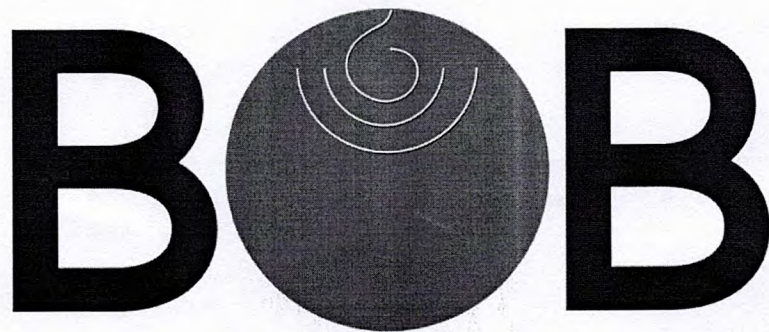


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**BANK OF BHUTAN**

A **dhi** Company

Banker to the Nation since 1968

**BIDDING DOCUMENT**

for

**SUPPLY, DELIVERY and COMMISSIONING OF  
AIR CONDITIONER, TOKEN MACHINE &  
STAND FAN**



**SALIENT FEATURES OF THE BID**

<b>1. Tender No. 000/BOB/TENDER/2021/001</b>		<b>Date: 06/02/2021</b>
<b>2. Description of item</b>	LOT I: Air Conditioner	
	LOT II: Token Machine	
	LOT III: Stand Fan	
<b>3. Bids details:</b>		
a. Sale of bid documents	From 06/02/2021 to 02/03/2021	
b. Cost of documents	Nu. 1000.00 (Non-refundable)	
c. Place of sale	BoB Head Office, Norzin Lam, Thimphu (during office hours)	
d. Last date of submission	02/03/2021 at 1430 hours	
e. Place of submission	BoB Head office, Norzin Lam, Thimphu	
f. Opening date	02/03/2021 at 1500 hours	
g. Venue for opening of bid	BoB Head Office, Norzin Lam, Thimphu,	
<b>4. Bid Security (EMD)</b>	2% of the total bid amount	
<b>5. Bid Validity Period</b>	60 calendar days from the bid opening date	

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal  (Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

**CHECK LIST FOR BID SUBMISSION**

1.	Tender No. & Date	[000/BoBL/Tender/2021/001 dated 06/02/2021]
2.	Descriptions	<b>LOT I: Air Conditioner</b>
		<b>LOT II: Token Machine</b>
		<b>LOT III: Stand Fan</b>
3.	Bidding Firm	_____

SL. NO.	PARTICULARS	Requirement	Submitted Yes / No
1	Signed & Stamped Bid Form with mentioned details Addressed to: <b>Procurement Officer</b> <b>Bank of Bhutan, Head Office</b> <b>Norzin Lam, Thimphu,</b>	Yes	
		Yes	
		Yes	
		Yes	
2	Copies	<b>"Original" &amp; "Copy"</b>	Yes
3	Earnest Money Deposit (EMD)	2% of the total bid amount	Yes
4	Valid Trade License		Yes
5	Tax Clearance Certificate		Yes



I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

**REQUEST FOR PROPOSAL (RFP)**

**1. SCOPE OF WORK**

Bank of Bhutan would like to invite the Bhutanese firm with the valid trade license to participate for supply, delivery and installation/commissioning of following goods;

LOT I: Air Conditioner

LOT II: Token Machine Management System

LOT III: Stand Fan

Technical requirement/specification of the product are as below;

**LOT I: Air Conditioners**

Particulars/Tone	Capacity/Ton- Cold		Capacity/Ton- Hot & Cold	
	2 Ton	2 Ton	2 Ton	1 Ton
a. Type of AC	Wall Mounted Split type, Cool Only		Wall Mounted Inverter type(Hot & Cold)	
b. Number of Indoor Units	1	1	1	1
c. Gas/refrigerant	R32			
d. Cooling Capacity	2 ton capacity	1 ton capacity	2 ton capacity	1 ton capacity
• Number of Compressors	1	1	2	2
• Compressor Type	Rotary	Rotary	Rotary	Rotary
e. Star Rating	3 stars & Above			
f. Power Supply (Volt)	220 – 240 V			
g. Features(Requirement)	Timers, Auto Restart, Sleep Mode, Fan Mode, Remote Control, Air Swing, Easy Clean Filter, LED/LCD Display, Dehumidification			
Warranty(Minimum)	1 Year			

**LOT II: Token Machine Management System**

Sl. No	Particulars	Quantity
1	The following are the features or equipment required; <ul style="list-style-type: none"><li>• Floor Model Queue Management System with server software</li><li>• Touch screen 18.5"</li><li>• Integrated PC with Windows 7 OS</li><li>• VGA Interface for drive for TV</li></ul>	set

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Signature & Seal

(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

	<ul style="list-style-type: none"> <li>• Thermal Printer with auto-cutter</li> <li>• Token Roll: 80mm, 80 meters, easy front loading</li> <li>• Minimum 4 counter supports and upgradable to 64 counters over LAN</li> <li>• Required interfaces &amp; Power Supplies.</li> <li>• Support Digital Signage</li> <li>• Provides management reports</li> <li>• Master Token Display TV LED 40"</li> <li>• Mini PC (Tablet) with windows OS,2GB RAM,32GB SSD, HDMI Output</li> <li>• Voice announcement software provided through TV</li> <li>• Installation, Commissioning, Fabrication work and cable cashing &amp; other accessories</li> </ul>	
2	Token roll	Roll

**LOT III: Stand Fan**

Type	Requirement
Fan Type:	Pedestal Fans
Material:	Aluminum
Features:	3 speed choice, Powder coated guard and polymer ring, Telescopic arrangement for full height adjustment
Oscillation:	90 Degree
Blades:	3
Preferred Brand	Orpat or equivalent
Min. Warranty	One Year

**2. OWNERSHIP OF THIS RFP**

The content of this RFP is a copy right material of Bank of Bhutan Limited (BoBL). No part or material of this RFP document should be published on paper or electronic media without prior written permission from the Bank.

**3. DUE DILIGENCE**

The bid shall be deemed to have been submitted after careful study and examination of this RFP document. The bid should be precise, complete and in the prescribed format as per the requirement of this RFP document. Failure to furnish all information or submission of a bid not

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)

## **RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

in-line with this RFP will be at the bidders' risk and shall result in rejection of the bid. Also the grounds for rejection of Bid should not be questioned after the final declaration of the successful Bidder.

The bidder is requested to carefully examine the RFP documents and the terms and conditions specified therein and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy in the RFP document, Bidder should seek necessary clarification.

### **4. AMENDMENT OF BIDDING DOCUMENT**

- a. At any time prior to the deadline for submission of Bids the Bank may amend the Bidding Documents by issuing an addendum. This may be done either on the Bank's own initiative or in response to a clarification request from a prospective Bidder.
- b. Any addendum thus issued shall be part of the Bidding Documents and shall be communicated in writing to all who have obtained the Bidding Documents directly from the Purchaser. Such addendum shall be binding on the prospective Bidders, and shall require that prospective Bidders confirm receipt of it before the time established for the opening of Bids.
- c. The Purchaser may, at its discretion, extend the deadline for submission of Bids to allow prospective Bidders reasonable time in which to take the addendum into account in preparation of their Bids.

### **5. CLARIFICATION OF THE BIDDING DOCUMENT**

- a. Prospective bidders requiring any clarification with respect to this RFP may seek a clarification in writing or email to [cheten.dorji@bob.bt](mailto:cheten.dorji@bob.bt) and [kinga.tshering@bob.bt](mailto:kinga.tshering@bob.bt)
- b. BoB may hold a pre-Bid meeting for any request or queries for clarification on the Bid documents, from the prospective Bidders but the clarifications may be requested not later than seven working days before the submission date.
- c. BoB shall respond in writing through e-Mail/Letter/Fax to any request for clarification on the bidding documents.
- d. Any clarification given by BoB shall be final, conclusive and binding on the Bidders.

### **6. PUBLICITY**

Any publicity by the bidder, in which the Bank's name is to be used, should be done only with the explicit written permission of the Bank.

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)

**7. NON-DISCLOSURE OF INFORMATION**

The bidders shall not, without the Bank's written consent, disclose any specification or information furnished by or on behalf of the Bank, to any person other than a person employed by the bidder in the performance of the work assigned to them.

**8. FORCE MAJEURE**

- a. The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- b. For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- c. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**9. BIDDING INSTRUCTION**

The bidder(s) shall submit the bid in accordance with the following clauses. The Bank will not open the bid and will be directly rejected if such clauses are not complied with;

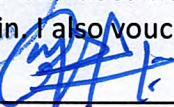
- a. Signed and sealed bids shall be delivered by hand or courier or registered post to the following address during office hours on or before the last submission timeline;

**Procurement Officer  
Bank of Bhutan, Head Office,  
Norzin Lam, Thimphu**

- b. Quotation by fax or by electronic means shall not be accepted:
- c. No information of the bidders' on the outer envelope. The outer envelope shall be sealed without any tempering and marked the word "Confidential" with the tender name or tender number.
- d. Two copies inside the outer envelope clearly marked as "ORIGINAL" and "COPY" with seal.

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

**10. LAST DEADLINE FOR SUBMISSION**

- a. Date: 2<sup>nd</sup> March, 2021 at 1430 hours
- b. Place for submission: Procurement Division, BoB Head Office, Norzin Lam, Thimphu
- c. Any Bid received after the deadline for submission shall not be accepted and declared as late and returned unopened to the Bidder.

**11. DEADLINE FOR OPENING OF BIDS**

- a. Date: 2<sup>nd</sup> March, 2021 at 1500 hours
- b. Place of opening: Meeting Room, BoB Head Office, Norzin Lam, Thimphu
- c. In case the due date of submission and opening of the bid falls on a non-working day, submission and opening of bid shall be on the next working day at the same time.
- d. The quotation(s) will be opened in the presence of bidders or their representatives who choose to attend the bid opening at the specified venue and time.

**12. SUBMISSION OF BID**

The quotation rate should be quoted or submitted in accordance with the following Terms and Conditions of supply and delivery and shall be for an integral part of the Contract.

**a. PRICE QUOTATION**

- i. The bidder(s) may quote for all **LOT or any of the LOT** under this invitation since awarding of contract is in LOT wise but the bidders need to quote all the items under the same LOT. Any item not quoted under the same LOT shall be directly rejected without further evaluation.
- ii. The quoted price shall be in Ngultrum (BTN). The price quoted is inclusive of all the taxes and duties including supply, delivery and installation/commissioning charges as per clause 16; Supply, Delivery and Installation/Commissioning site. The following are the Price, quantity and delivery schedule.

LOT	Description	Qty (Pcs)	Rate/Piece	Total (Nu.)	Bidders' project timeline (Day)
LOT I	Air Conditioner- 2 ton( Cold)	7			
	Air Conditioner- ton(cold)	11			
	Air Conditioner- 2 ton (Hot & Cold)	2			
	Air Conditioner- 1 ton (Hot & Cold)	2			

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)



**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

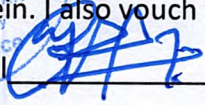
	Installation/commissioning charges as per commissioning sites	LS			
	<b>TOTAL (LOT I)</b>	<b>22</b>			
LOT II	Token Machine Management system (in set as per the required technical specification)	4			
	Installation/Commissioning charges as per commissioning sites	LS			
	<b>TOTAL (LOT II)</b>				
LOT III	Stand Fan	13			
<b>TOTAL BID PRICE (Nu.): LOT I + LOT II + LOT III</b>					
<b>Total Bid Price (in words)</b>	..... .....				
<b>Delivery period</b>	<i>Maximum project timeline is 60 calendar days from the date of issue of the Purchase Order.</i>				
Name of Supplier: .....				<b>Suppliers Official Stamp &amp; Signature</b>	
Contact No.: .....					
Email id: .....					
Date : ...../...../2021					

**b. EVALUATION OF QUOTATION**

- i. Evaluation shall carry out lot wise.
- ii. To assist in the examination, evaluation and comparison of Bids, the Client may, at its discretion, ask the Bidder for a clarification of its Bid. All responses to requests for clarification shall be in writing, and no change in the price or substances of the Bid shall be sought, offered or permitted. Failing to respond to the clarifications sought by the client within two working days will be treated as non-responsive and hence be rejected.
- iii. Non-compliance with the technical/product specification shall be considered as non-responsive bid and shall not be evaluated.
- iv. Bidders' bid complied with the technical specification of the LOT I and LOT II shall be evaluated

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

based on the **FINANCAIL BID** and **TECHNICAL BID**- 15% for technical bid and 85% for financial bid as mentioned below:

**LOT I & LOT II Evaluation Criteria- Air Conditioner & Token Machine**

SL/NO	PARTICULARS %	TOTAL (%)
1	<b>Delivery Schedule</b>	3.00%
	i. 30 Days or less = 3.00%	
	ii. 31 Days to 60 Days = 1.00%	
2	<b>Dealership / OEM Certificate</b>	3.00%
	i. OEM Partner/Authorize Dealership = 3.00%	
	ii. Re-seller and others = 1.00%	
3	<b>Experience &amp; Technical Capacity</b>	6.00%
	<b>3.1 Record of similar task carried out by the firm:</b>	
	i. 6 works or More = 6.00%;	
	ii. 3 to 5 works = 4.00%;	
	iii. 1 to 2 works = 2.00% and	
iv. No work = 0.00%		
4	<b>Warranty:</b>	3.00%
	i. Three years or More = 3.00%;	
	ii. Two Years = 2.00%; and	
	iii. One Year = 1.00%	
5	<b>Price Schedule</b>	85.00%
<b>Total</b>		<b>100.0%</b>

- v. Bidders' bid complied with the technical specification of the LOT III shall be evaluated based on the **FINANCAIL BID** and **TECHNICAL BID**- 97% for financial bid and 3% for technical bid as mentioned below:

**LOT III Evaluation Criteria- Stand Fan**

SL/NO.	PARTICULARS	TOTAL (%)
1	<b>Delivery Schedule</b>	3.00%
	i. 30 Days or Less = 3.00%	
	ii. 31 Days to 60 Days = 1.00%	
2	<b>Price Schedule</b>	97.00%
<b>Total</b>		<b>100.0%</b>

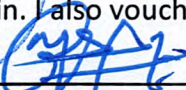
**Financial Evaluation Matrix of Bidder "X" = Financial bid %** \*

Lowest Bidder's Rate

Individual Bidder's Rate

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

- c. while evaluating the quotations, the Bank will determine for each quotation and evaluate price by adjusting the quoted price in case there is any arithmetical errors as follows:
- i. Where there is a discrepancy between amounts in figures and in words, the amount in words will prevail;
  - ii. Where there is discrepancy between the Unit Rate and the line item, the resulting figure from multiplying the Unit Rate by the quantity shall prevail unless in the opinion of the Bank there is an obviously gross misplacement of the decimal point in the Unit Rate; and
  - iii. If the supplier refuses to accept the correction, this quotation will be rejected and the bid security shall be forfeited.

**13. BID SECURITY**

- a. The bid shall be accompanied by a bid security of 2% of the total bid amount in form of cash warrant/demand draft/unconditional Bank Guarantee/Banker's Cheque in favour of Bhutan of Bhutan Limited with the validity of 75 calendar days from the date of bid opening. Bid Security should be in original form; copies shall not be accepted.
- b. Any bid not accompanied by bid security shall be treated as non-responsive and their bid shall be rejected.
- c. Insufficient/less bid security amount shall be treated as non-responsive and their bid shall be rejected.
- d. The Bid Securities of the bidders shall be returned as promptly as possible after the award of contract or upon the successful bidder furnishing the Performance Security; and
- e. The Bid Security shall be forfeited:
  - i. If the bidder withdraws the Bid during the period of bid validity before awarding the contract; or
  - ii. If the bidder fails to submit the performance security or accept the contract; and
  - iii. If the bidder fails to accept the correction as per clause 12 (c) of the bidding document.

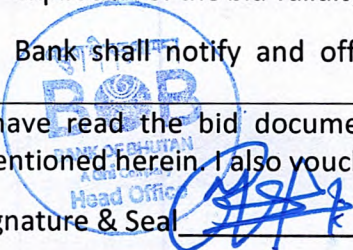
**14. AWARD OF CONTRACT**

- a. The awarding of contract shall be in LOT wise as per clause 12 (b) of the evaluation of quotation.
- b. The bidder whose bid is accepted will be notified of the award of contract by the Bank prior to expiration of the bid validity period.
- c. Bank shall notify and offer to the second lowest bidder for executing the contract, if the

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I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

successful bidders fail to accept the contract.

**15. VALIDITY OF THE OFFERS**

- a. Quotation(s) shall be valid for a period of 60 calendar days from the date of receipt of quotation(s) or opening of quotation(s).
- b. The offered bid validity with less than 60 calendar days shall be rejected as non-responsive.
- c. Bank shall request extension of bid validity if necessary. If not accepted extension, the Bank shall treated it as non-responsive bid.

**16. PERFORMANCE SECURITY**

- a. The successful bidder needs to furnish performance security of 10% of the total contract value. The validity of performance security will be notified in the award letter or letter of acceptance.
- b. Performance security shall be released after completing warranty period.
- c. Bank shall forfeit performance security in whole or part after deducting all costs or expenses or other amounts that are to be paid to Bank or blacklist the firm for minimum of three years, if the bidder:
  - i. Fails to perform his/her contractual obligation under the Bank's purchase/supply order;
  - ii. Withdraws the contract without performing his/her obligation under the Bank's purchase/supply order;
  - iii. Supplied inferior goods which is not as per the specification; and
  - iv. Fails to replace the defective goods within 14 calendar days after notifying about the defective goods.

**16. SUPPLY, DELIVERY AND COMMISSIONING/INSTALLATION SITE**

- a. Supply, delivery and installation/commissioning site as below;

**LOT I: Air Conditioner**

Branch Name	Total ACs	2 Tone	1 Tone
Phuentsholing MB	3	1 (Banking Hall)	2 (BM and loan Manager's chamber)
Gomtu	4	3 (Banking Hall)	1 (General section)
Wangdue	1	1 (Banking Hall)	
Sarpang	1	1 (Banking Hall)	

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)

**RFP for supply, delivery and commissioning of Air Conditioner, Token Machine & Stand Fan**

Babesa	4	2 (Banking Hall)	2 (BM and loan section)
Panbang	2		2 (ATM and loan section)
Sipsu	1		1 (Banking Hall)
Lhaimozhingkha	2		1 ( loan section)
Duksum	3	1 (Banking Hall)	2 (BM and Loan section)
Jomotshangkha	1		2 (BM and Loan Section)

**LOT II: Token Machine:**

Branch Name	Quantity
Phuentsholing Main Branch	1
Trashigang Branch	1
Paro Branch	1
City Branch, Thimphu	1

**LOT III: Stand Fan –Supply and delivery at BoB Head Office, Norzin Lam, Thimphu**

- b. The maximum time period for the supply, delivery and installation/commissioning of the goods is 60 calendar days after the date of purchase order (exclusive purchase order date), but the supplier must supply within the time period mentioned in their bid. Failing to supply within the time period shall be ensue levy of liquidity damage as per clause 17 of the bidding document.

**17. LIQUIDITY DAMAGE**

- a. Bank shall levy a Liquidity Damage of 0.15% per day and shall not exceed 15% of the total contract value. Liquidity Damage is levied only if the bidder fails to supply and deliver the goods within their stipulated time period.
- b. Liquidity Damage shall be calculated as per formula below;
- **Liquidity Damage = 0.15% \* Total Value \*No. of delay days**

**18. PAYMENT TERMS AND CONDITIONS**

- a. Payment for supplied goods shall be made within 30 working days after deducting 2% TDS at source.
- b. No advance payment shall be made prior to delivery of goods by the bidders.

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal

(Authorized Signature)

**19. TERMINATION/BLACKLISTING**

The Bank may terminate or blacklist the suppliers/firms by giving notice under any of the terms and conditions of the bidding document/purchase/supply order, if the bidder:

- a. Withdraws its bid during the period of bid validity before awarding the contract;
- b. Fails to accept the contract or renew their bid security;
- c. Fails to perform any obligation(s) under the Purchase Order/Supply Order;
- d. Fails to supply the items as per the specification or replace the defective items;
- e. Deliberately gives wrong/invalid information to Bank in competing for or in executing the tasks under this tender or Purchase Order/Supply Order;
- f. Has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order/Supply Order;
- g. Becomes bankrupt or otherwise insolvent without compensation to the Supplier; and
- h. If the maximum liquidity damage exceed 15 % of the total value.

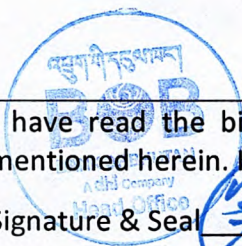
**20. TERMINATION/BLACKLISTING**

The Bank may terminate or blacklist the suppliers/firms by giving notice under any of the terms and conditions of the bidding document/purchase/supply order, if the bidder:

- a. Withdraws its bid during the period of bid validity before awarding the contract;
- b. Fails to accept the contract;
- c. Fails to perform any obligation(s) under the Purchase Order/Supply Order;
- d. Fails to supply the items as per the specification or replace the defective items;
- e. A bidder making any statement or enclosing any form, which turns out to be false, incorrect and/or misleading and/or concealing or suppressing material information.
- f. Deliberately gives wrong/invalid information to Bank in competing for or in executing the tasks under this tender or Purchase Order/Supply Order;
- g. Has engaged in any corrupt or fraudulent practices in competing for or in executing the tasks under this Purchase Order/Supply Order;
- h. Becomes bankrupt or otherwise insolvent without compensation to the Supplier; and
- i. If the maximum liquidity damage exceed 15 % of the total value.

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



*[Handwritten Signature]*

(Authorized Signature)

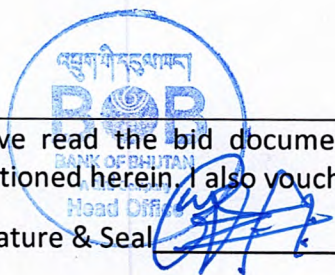
**21. OTHER TERMS AND CONDITIONS**

- a. Further information/clarification can be obtained from the Procurement Unit, Head Office, Norzin Lam, Thimphu, in writing during office hours or e-mail to [cheten.dorji@bob.bt](mailto:cheten.dorji@bob.bt)/[kinga.tshering@bob.bt](mailto:kinga.tshering@bob.bt)
- b. The successful bidder shall not sub-contract the assignment.
- c. The Bank is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever. And also Bank has the right to cancel or terminate the contract at any point of time before the expiry of contract and have a right to purchase the goods from local market if the price is cheaper.
- d. Depending on the final requirement, the Bank may increase or decrease the quantities by twenty percent (20%) of the purchase order;
- e. Information relating to the examination, clarification, evaluation and comparison of Bids and recommendations for the award of a contract shall not be disclosed to Bidders or any other persons not officially concerned with such process. Any effort by a Bidder to influence the Bank processing of Bids or award decisions may result in the rejection of the Bidder's Bids;
- f. Any other Terms and Conditions require for execution of contract shall be in writing upon agreeing by both the parties.
- g. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the person signing the Bid.
- h. All other clarification or dispute with regards to the procurement procedures and governing laws shall be guided by:
  - i. Bidding document;
  - ii. BoBL Procurement Rules and Regulations 2013; and
  - iii. Further, if the dispute was not resolved, it shall be governed by Court Law, The Kingdom of Bhutan.

**“Thank You”**

I have read the bid document and accordingly, I hereby accept all the terms and conditions mentioned herein. I also vouch that all data/information stated herein are valid to my knowledge.

Signature & Seal



(Authorized Signature)

