



DRUK HOLDING & INVESTMENTS LTD.

GROUP STANDARD BIDDING DOCUMENT GOODS



Supply and Delivery of Groceries, Masala, Bakery, Bonded, Vegetables & Fruits, Wet/Dry and Meat items- Catering, PIA

TENDER NO: DA/PRO/008-2025/272, DATED 6th April 2025



NOTICE INVITING TENDER

NIT No. DA/PRO/008-2025/272, *Dated April 6th , 2025*

Drukair Corporation Limited, Head Office, Paro reinvites eligible bidders to submit your bid for the supply and delivery of Uniforms as per the following Terms & Conditions:

Terms and Conditions

1. Scope of Supply

1.1. The bidder(s) may quote for any or all items as per the specifications and the Price Schedule as attached at Annexure -II.

2. Clarification to the bidding document

2.1. Further information can be obtained in writing from the Procurement Section, Drukair Corporation Limited, Head Office not later than 7 days from the date of bid submission.

3. Documents comprising bid.

3.1. The bid must be accompanied by the following document:

i. Bid Security
ii. Valid Trade license
iii. Tax clearance.
iv. Price Schedule

4. Bid Price

4.1. All prices shall be quoted in local currency (BTN). The quoted price shall include taxes, duties, and other levies to the final place of delivery, if required.

4.2. The final place of delivery is at Head Office, Drukair Corporation Limited, Paro.

4.3. Each item shall be evaluated, and contract awarded separately to the firm(s) offering the lowest evaluated price for each item.

Or [insert as applicable]

4.4. The bidder(s) must quote for all the items under this bid. Price bids will be evaluated for all the items together and a contract awarded to the firm offering the lowest evaluated total cost of all the items.

DRUKAIR CORPORATION LTD. PARO

5. Bid Validity

5.1. The bid shall be valid for one year from the date of submission of the bid. In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may solicit the Bidder's consent to an extension of the bid validity period. The request and responses shall be made in writing. A bid valid for a shorter period shall be considered non-responsive.

6. Bid Security

6.1. The bid shall be accompanied by the bid security of Nu-50,000/- of the quoted value in the form of Cash Warrant/ Unconditional Bank Guarantee/ Banker Cheque/ Demand draft in the name of the Chief Executive Officer, Drukair Corporation Limited, Head Office, Paro issued by the Financial Institution enforceable in any Banks in Bhutan.

a) The Bid security shall be valid for thirty days. i.e. 26th June 2025
b) The Bid Security is to be submitted as a part of the Bid in a separate sealed envelope.
c) Any Bid not accompanied by bid security of adequate value and validity shall be rejected by the Purchaser as non-responsive.

6.2. The bid security shall be forfeited in the following cases:

a) If the Bidder withdraws the bid after Bid opening during the period of Bid validity.
b) If the Bidder does not accept the correction of the Bid price.
c) In the case of a successful bidder, if the bidder fails to sign the Contract or furnish Performance Security within the specified time limit.

7. Submission of Bids

7.1. The bidder(s) shall submit one original bid and clearly marked ORIGINAL. In addition, the bidder(s) should also submit one copy marked as COPY. The bid including all documents should be duly filled in, signed and sealed in an envelope and addressed to and delivered at the following address.

The Manager,
Procurement Section,
Finance and Corporate Services Division
Drukair Corporation Limited,
Head Office, Paro: Bhutan.

7.2. The price bid on the form attached may be submitted electronically at the following address: ***Not Applicable.***

DRUKAIR CORPORATION LTD
PARO

8. Submission deadline

8.1. The deadline for receipt of your bid(s) by the Purchaser is indicated by 26th May 2025 before 1200 hours. Bids by electronic are not acceptable.

9. Bid Opening

9.1. The bid(s) will be opened in the presence of bidders or their representatives who choose to attend on 26th May 2024, 14:30 hours, Drukair Head Office conference hall. In case the due date of the opening of the bid falls on non-working days, the opening of the bid shall be on the next working day at the same time.

10. Evaluation of Bid

10.1. Bids determined to be substantially responsive to the specifications and commercial conditions will be evaluated by comparison of their quoted prices. In evaluating the bids, the Purchaser will determine for each bids the evaluated price by adjusting the priced bid by making any correction for any arithmetical errors as follows; where there is a discrepancy between amounts in figures and in words, the amount in words will govern.

10.2. where there is discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern unless in the opinion of the Purchaser there is an obviously gross misplacement of the decimal point in the unit rate, in which case the line-item total as quoted shall govern, and the unit rate shall be corrected.

10.3. To assist in the evaluation and comparison of the Bids, the Purchaser may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder that is not in response to a request by the Purchaser shall not be considered.

11. Purchaser's Right to Accept Any Bid, and Reject Any or All Bids

11.1. The Purchaser 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.

12. Quantity Variation

12.1. Depending on the final requirement, at the time of the award of the Contract, the Purchaser may increase or decrease the quantities by twenty five percent (25%) of the indicated quantity.

13. Award of Contract

13.1. The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated Bid. The Purchaser shall issue Notification of Award/ Purchase Order to the successful Bidder. Until a formal Contract is prepared and executed, the Notification of Award shall constitute a binding Contract.

DRUKAIR CORPORATION LTD. PARO

14. Delivery Schedule

14.1. The supply of the Goods and related service shall be completed within 10 days from the date of issue of the Purchase Order.

15. Performance Security

15.1. The Supplier shall be required to furnish Nu. 80,000/- as Performance Security in the form of cash warrant, demand draft or unconditional Bank Guarantee in the name Chief Executive Officer, Drukair Corporation Limited, Head Office, Paro issued by a financial institution enforceable in any Banks in Bhutan, which shall be furnished upon issuance of notification of the award. Performance Security shall be valid till the end of the supply contract period and will be returned after the end of the contract period.

Or [insert as applicable]

15.2. Such Sum of payment shall be retained as security deposit and shall be returned at the end of the warranty period. Not Applicable.

16. Liquidated Damage

If the Supplier fails to deliver any or all the Goods by the date(s) of delivery or fails to perform the Related Services within the period specified in the Contract/ Purchase Order, the Purchaser shall deduct Liquidated Damages at the rate of 0.3% per day for each day of delay to a maximum of 10% of the quoted price.

17. Payment Terms

17.1. Payment shall be released after completion of full items supplied to the Purchaser.

17.2. At the time of release of payment, Tax shall be Deducted at Source [TDS] from the gross amount of bills as per the Income Tax Act of Bhutan. The Purchaser shall furnish the necessary TDS Certificate to the Bidders, issued by the Department of Revenue & Customs, RGoB.

18. Warranty Period

18.1. The Supplier shall provide the warranty for a period of one year for the goods to be supplied and confirm that if any faults are detected within the warranty period in the supplied/installed Goods, the Supplier shall be bound to rectify the fault or replace the Goods as the case may be. The performance security shall be used to cover the cost of supplies not delivered or defective items not replaced or rectified.

18.2. Any goods found defective during the warranty period shall be replaced/ repaired by the supplier at his cost. If the supplier fails to rectify and or replace the defective goods, the Purchaser shall do it at the cost of the supplier.

DRUKAIR CORPORATION LTD.
PARO

19. Submission of Bid

19.1. The Bidder shall submit the Bid Submission Form using the Form in Annexure I: This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled with the information requested.

19.2. A bid in which the Bid Submission Form is not duly filled, signed and sealed by the bidder shall be rejected.

20. Termination

20.1. The Purchaser may, by written notice, terminate the Purchase Order or Contract in whole or in part at any time for its convenience:

20.2. If the Supplier fails to perform any other terms and conditions specified with the Purchase Order/ Contract, or exceeds the maximum amount of Liquidated Damages; and

20.3. If the Supplier fails to perform any other obligation(s) under the Purchase Order/Contract, and if the Supplier does not take any remedial action within a period of three days after receipt of a notice of default from the Purchaser specifying the nature of the default(s).

21. Governing Law

21.1. The Contract/Purchase Order shall be governed by and interpreted in accordance with the Laws of Bhutan.

22. Dispute Resolution

22.1. Any settlement of dispute or arbitration of matter arising from the contract shall be settled as per the Alternative Dispute Resolution Act of Bhutan 2013 for Bhutanese Supplier and United Nations Commission on International Trade Law [UNCITRAL] Arbitration Rules of 1976 for International Supplier and will be binding for both parties.

DRUKAIR CORPORATION LTD.
PARO

Annexure- I

Bid Submission Form

[*The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.*]

Date : .....[*insert date of Bid submission*]
Tender No.: .....[*insert number*].
To:.....
[insert complete name of the Purchaser]
We, the undersigned, declare that:

(a) We have examined and have no reservations to the Bidding Documents, including Addenda number:.....*[insert the number and date of issue of each addendum]*;

(b)We offer to supply in conformity with the Bidding Documents and in accordance with the Schedule of Supply the following Goods and Related Services:
.....
.....
.....
.....insert a brief description of the Goods and Related Services];

(c)The price of our Bid, excluding any discounts offered in item is:
[.....]
insert the Bid Price in words and figures, indicating the various amounts and their respective currencies];

(d) The discounts offered and the methodologies for their application are:

Discounts: If our Bid is accepted, the following discounts shall apply:
.....
.....
Specify in detail each discount offered and the specific item of the Schedule of Supply to which it applies.]

(e) Our Bid shall be valid for a period of [.....*insert number*] from the date fixed for the Bid submission deadline and it shall remain binding upon us and may be accepted at any time before expiry of that period;

(f) If our Bid is accepted, we commit to provide a Performance Security in accordance with Clause 15 for the due performance of the Contract;

DRUKAIR CORPORATION LTD. PARO

(h) We, including any subcontractors or suppliers for any part of the Contract, have nationality from eligible countries, viz: [insert the nationality of the Bidder, including that of all parties that comprise the Bidder if the Bidder is a JV/C, and the nationality each subcontractor and supplier]

(i) We have no conflict of interest.

(j) Our firm, its affiliates, or subsidiaries - including any subcontractors or suppliers for any part of the contract - has not been declared ineligible by the Purchaser under the laws or official regulations of Bhutan.

(k) We have read the terms and conditions carefully, understood and agree to comply with all the clauses which are mentioned therein. In case of any breach of any condition on our part, we shall be liable for actions as per terms and conditions of the Contract.

(l) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.

(m) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that you may receive.

n) We accept the Vendor Performance Management System.

Signed: _____
[insert signature of person whose name and capacity are shown]

In the capacity of _____ [*insert legal capacity of person signing the Bid Submission Form*]

Name: [.....*insert complete name of person signing the Bid Submission Form*]

Duly authorized to sign the bid for and on behalf of: _____ [*insert complete name of Bidder*]

Dated on _____ day of _____ [*insert date of signing*]

DRUKAIR CORPORATION LTD.
PARO

Annexure 1. Price Schedule- Where applicable

GROCERY LIST OF KITCHEN ITEMS					
SL NO	**Item Name**	**SPECS**	**Unit**	**Rate in figure**	**Rate in words**
1	ALLUMINIUM FOIL.(9M)	9M/ROLL	ROLLS		
2	BECHAMEL POWDER.	250g/pkt	pkt		
3	Britania Slice cheese	Britania 200g/pkt	pkt		
4	BRETANIA CHEESE.	Britania 1000g/pkt	pkt		
5	BUTTOM MUSHROOM.	800GM/Tin	TIN		
6	BUTTOM MUSHROOM.	400GM/tin	TIN		
7	CHEDDAR CHEESE SLICE.	bangkok 1000g	KG		
8	Chick Peas.	1000G/PKT	KG		
9	CHICKEN CUBE	40g/pkt	pkt		
10	CORIANDER POWDER.	Catch 50g/pkts	pkt		
11	CORN FLOUR.	Tropolite 500g/pkt	pkt		
12	CORN KERNEL.	Habit 800g/tin	tin		
13	CORN KERNEL.	Habit340g/tin	tin		
14	DAL.	1000g/pkt	pkt		
15	DEMI GRACE SAUCE.	knorr Bangkok 1000g/jar	jar		
16	EGG NOODLES.	400g/pkt	pkt		
17	FETA CHEESE.	250g/pkt	pkt		
18	GRATED PARMESAN CHEESE.	Bangkok 1000g/pkt	KG		
19	INDIA KING RICE.	king rice 25kg/bag	bag		
20	JAPAN RICE.	LOCAL	KG		
21	JEERA WHOLE.	100g/pkt	pkt		
22	Mama Cup noodles VEG	Mama	CUP		
23	Mama Cup noodles non veg.	Mama	CUP		
24	MAYONNASE.	Veeba 1000g/pkt	pkt		
25	Mustard Dressing.	Kasundi 700g/btl	BLTS		
26	OILVE Green pitted	450g/btl	btl		
27	OLIVE BLACK PITTED	450g/btl	btl		
28	ORiental kitchen noodles- non veg.	Oriental	CUP		
29	Oriental kitchen noodles-veg.	Oriental	CUP		
30	PANNER.	825 Gram/tin	Tin		

DRUKAIR CORPORATION LTD. PARO

31	PANNER.	500 Gram/tin	TIN		
32	PASTA MONTE.	500g/pkt	pkt		
33	PRILLS.	225g/btl	BLTS		
34	PRILLS.	425g/btl	BTL		
35	Queen Rice.	queen rice 25kg/bag	bag		
36	RED LABEL TEA.	Taaza 250g/pkt	pkt		
37	Red Rice.	Local	KG		
38	Rice Noodles.	400g/pkt	PKTS		
39	Rosemary Dry.	1000g/pkt	pkts		
40	SEASAM SEED.	500g/pkt	pkt		
41	SOYA BEAN SOUCE 1LTR.	sin cheung 825g/btl	BLTS		
42	SPAGHETTI.	500g/pkt	pkt		
43	SUGAR 1KG.	1000G/PKT	pkt		
44	Thousand island Dressing.	Veeba 1000g/pkt	pkt		
45	Tomato puree	Habit 825g/tin	tin		
46	TOMATO SAUCE	Druk 1000g/btl	btl		
47	Vinegar	Royal Bhutan Agro 1000g/btl	BLTS		
48	White cream sauce.	1000g/pkt	PKTS		
49	Amul Chese	Amul 1000g/pkt	pkt		
50	Amul cheese Slice	Amul 200g/pkt	pkt		
51	Basmati Rice	Pyari Nawab 25kg/bag	bag		
52	clove	500g/pkt	pkt		
53	Go milk	Go milk 1000g/pkt	pkt		
54	amul taza	Amul Taaza 1000g/pkt	pkt		
55	elanchi	500g/pkt	pkt		
56	cremetop	Nestle 1000g/pkt	pkt		
57	MIXED FOOD COLOUR	Winners Bangkok 25g/btl	btl		
58	Fin	50g/pkt	pkts		
59	Tuna fish	Bangkok 130g/tin	tin		
60	vegetable stock	knorr 1000g/jar	jar		
61	HONEY	Dabur 1000g/btl	btl		
62	BLACK PEPPER	Only 100g/btl	btl		
63	KIDNEY BEANS	30kg/bag	bag		
64	SWEET CHILLI SAUCE	Bangkok 1000g/btl	btl		

DRUKAIR CORPORATION LTD. PARO

65	BAY LEAF	100g/pkt	pkt		
66	GINGER GARLIC PASTE	1000g/pkt	PKTS		
67	Bread Crumbs	bangkok 1000g/pkt	pkts		
68	Suja Tea leave	local 250g/pkt	Pkts		
69	Dahi/ curd	local 1000g/btl	btl		
70	shitake Mushroom Dry	bangkok 1000g/pkt	pkt		
71	Oyster Sauce	Maekrua Bangkok 1000g/btl	BLTs		
72	Kikkoman Sauce	kikoman 1000g/btl	btl		
73	Sesame oil	bangkok 1000g/btl	btl		
74	Red and Green Thai Curry Paste	Bangkok 150g/pkt	pkt		
75	Chana Dal	30kg/bag	bag		
76	Urad Dal	30kg/bag	bag		
77	Chili Sauce	1000g/btl	btl		
78	zaw	1000g/pkt	pkt		
79	Seep (local Bhutanese Dry Maize)	Local 1000g/pkt	pkt		
80	Koka Veg And Non Veg	85g/pkt	pkt		
81	Rice Wine	1000g/btl	btl		
82	Balsamic Vinegar	1000g/btl	btl		
83	Mustard seed	250g/pkt	pkt		
84	star anise	1000g/pkt	pkt		
85	Cinnamon Sticks	1000g/pkt	pkt		
86	Kashimiri Methi	1000g/pkt	PKTS		
87	Sugar cube	500g/pkt	pkts		
88	cerelac	Nestle 250g/pkt	pkt		
89	Ensure	500g/pkt	pkt		
90	coffee beans	500g/pkt	pkt		
91	Garlic Paste	1000g/pkt	pkts/blts		
92	chocos	390g/pkt	pkts		
93	cloves	1000g/pkt	pkts		
94	Local Honey	Bhutanese Pure Product	btl		
95	Musesli	400g/pkt	pkts		
96	Tomato Paste	825g/tin	tin		
97	Besan	1000g/pkt	pkt		
98	Ghee	1000g/pkt	pkt		

99	Fish sauce	Bangkok 1000g/btl	btl		
100	Samyang Sauce	200g/btl	btl		
101	Carbonara Sauce	295g/btl	btl		
102	Cumin seed	500g/pkt	pkts		
103	Oreo Biscuit	Oreo 120g/pkt	pkts		
104	Corn Starch	500g/pkt	pkts		
105	Mustard oil	1000g/btl	btl		
106	White vinegar	1000g/btl	btl		
107	Pasta & Pizza Sauce	280g/btl	btl		
108	Feta Cheese	250g/pkt	pkt		
109	baked Beans	340g/tin	tin		
110	Gouda Cheese	Local 5kg/wheel	wheel		
111	Quinoa	1000g/pkt	pkt		
112	Peanut Butter	Veeba 340g/btl	btl		
113	Brie Cheese	500g	block		

BAKERY					
1	Almond slice	Bangkok	KG	**Rate in figure**	**Rate in words**
2	Amul butter	Amul 500g/pkt	pkt		
3	Milky mist butter	Milky 500g/pkt	pkt		
4	Apriocot Glaze	Bangkok 1000g/jar	jar		
5	BAKING POWDERS.	100g/btl	btl		
6	BAKING SODA.	20g/pkt	pkt		
7	Blueberry Topping	Bangkok 500g/tin	tin		
8	Bread Flour	UFM wheat flour/ Bangkok 22.5kg/bag	bag		
9	Britannia Cheese	Britannia 1000g/pkt	pkt		
10	Atta Flour	1000g/pkt	pkt		
11	Cake Flour	UFM wheat flour/ Bangkok 22.5kg/bag	bag		
12	Brown Sugar	1000g/pkt	KG		
13	Cashew nut	Bangkok 1000g/pkt	pkt		
14	Castor sugar	Bangkok 1000g/pkt	PKTS		
15	Cinnamon powder	Only 100g/btl	btl		

DRUKAIR CORPORATION LTD. PARO

16	COCOA POWDER.	Bangkok 500g/pkt	pkt		
17	Custard Powder Imperial Creamy cus	Bangkok 1000g/pkt	pkt		
18	Dark Chocolate compound	Bangkok 500g/pkt	pkt		
19	Drukyuel milk	Drukyul 1000g/pkt	pkt		
20	Everyday (800G).	everyday 800g/pkt	pkt		
21	Black/white Fondant	Vizyon 1000g/pkt	pkt		
22	H P SAUCE.	Bangkok 255g/btl	btl		
23	Hazel nut.	Bangkok 1000g/pkt	pkt		
24	ICING SUGAR.	Bangkok 500g/pkt	pkt		
25	LOCAL EGG.	Local	TRYS		
26	MAGARINE SHEET	OP/ Bangkok 1000g/pkt	kg		
27	MAIDA FLOUR.	1000g/pkt	KG		
28	MARASCHINO CHERRY.	1000g/btl	BLTS		
29	Mix Dried Fruit.	1000g/btl	KG		
30	MOUSE POWDER.	500g/pkt	pkt		
31	MUFFIN FLOUR	Bangkok 1000g/pkt	pkt		
32	Muffin Paper Cup	Disposable 800pcs/roll	roll		
33	Multi Grain	Swiss 1000g/pkt	pkt		
34	NUT MEG 500GM.	1000g/pkt	pkt		
35	OLIVE OIL 100%	1000g/btl	btl		
36	Parmesan Cheese Grated.	Bangkok 1000g/pkt	pkt		
37	REFINED OIL.	1000g/btl	btl		
38	REFINED OIL.	15 litres/carton	carton		
39	SALT.	1000g/pkt	pkt		
40	SEASAM SEED.	1000g/pkt	pkt		
41	SHORTENING BAKER CREAM.	1000g/pkt	pkt		
42	SHRED COCONUT.	bangkok 1000g/pkt	pkt		
43	SOFT WOOL.	1 pkt	pkt		
44	SP GEL WHIPPING AGENT.	Bangkok 1000g/jar	jar		
45	STEEL WOOL.	1 pkt	pkt		
46	TABASCO SAUCE.	150g/btl	BLTS		
47	VANILLA ESSENCE	winners 450g/btl	BLTS		
48	WALNUT.	Without shell 1000g/pkt	pkt		
49	WHIPPING CREAM (1 LTR)	Tropolite/Rich 1000g/btl	btl		
50	White Chocolate Compound	Bangkok 500g/pkt	pkt		

DRUKAIR CORPORATION LTD. PARO

51	YEAST INSTANT Bruggeman/ Prime	Bruggeman/ Prime 1000g/pkt	pkt		
52	Mozorella CHEESE	Milky Mist/Amul 1000g/pkt	KG		
53	Parchment paper	Disposable500pcs/Carton	carton		
54	Fennel seeds	Any	pkts		
55	CANDIED CHERRIES	1000g/pkt	PKTS		
56	FOOD COLOR RED/Black/yellow/Brown/Blue/Green And Orange	Winners 25g/btl	BLTS		
57	Green Pea	825g/tin	tin		
58	Cream Cheese	Dilecta 1000g/btl	btl		
59	Gelatin Sheet/Powder	Bangkok 250g/pkt	pkt		
60	Amul Fresh Cream	Amul 1000g/pkt	pkt		
61	Digestive Cookies	500g/pkt	pkts		
62	Sprinkles Mixed	500g/pkt	pkt		
63	Gold Dust Edible	30g/pkt	pkt		
64	Edible Gold/ Silver Paint	100g/pkt	pkt		
65	Gold /Silver Round Sprinkles	100g/pkt	pkt		
66	Condensed Milk	Nestle 1000g/pkt	pkt		
67	CornFlakes	Corn Flakes 475g/pkt	pkt		
68	Strawberry Jam	Bangkok 500g/tin	tin		
69	Lime Juice100%	(Golden Crown) 250g/btl	btl		
70	Chocolate Chips	bangkok 500g/pkt	pkt		
71	Gold coffee	NESCAFE (100 grams)	BTL		
72	Oregano	1000g/pkt	pkt		
73	Bread Improver	Swiss 1000g/pkt	kg		
74	Gluten free flour	1000g/pkt	kg		
75	Oats	1000g/pkt	kg		
76	Cheese Spread	Swiss 1000g/pkt	pkts		
77	Mixed dru nuts fruits	1000g/pkts	pkts		
78	Schezwan Chilli Chutney/paste	Veeba 280g/btl	btl		
79	Gold coffee small	Nescafe 100g/btl	btl		
80	Pat Thai Noodle	Bangkok 400g/pkt	pkts		
81	Almond	1000g/pkt	pkts		
82	Cheese Cracker	500g/pkt	pkt		
83	Suja Mac Tea	240g/pkt	pkt		

DRUKAIR CORPORATION LTD. PARO

84	Basil Pesto	200g/btl	btl		
85	Chinese Noodle	400g/btl	pkt		
86	Frozen Mixed Vegetable	1000g/pkt	pkt		
87	Agar Powder	25g/pkt	pkt		
88	Lemon Mac tea	240g/pkt	pkt		
89	Buckwheat noodle	1000g/pkt	pkt		
90	Teriyaki Sauce	250g/btl	btl		
91	Basmati Rice Long Grain	25kg/bag	bag		
92	Chana Powder	100g/pkt	pkt		
93	Chilli Paste Nam krig Pao (Thai)	Bangkok 2700g/tin	tin		
94	Glass noodle	Bangkok 400g/pkt	pkt		
95	Vermicelli Noodle	Bangkok 400g/pkt	pkt		
96	Feta Cheese	1000g/pkt	pkt		
97	Raj Bhog (blue) Dehradhuni Basmati rice	Rajbhog 20kg/bag	bag		

WET & DRY ITEMS						
SL#	**Item Name**	**SPECS**	**Unit**	**Remarks**	**Rate in figure**	**Rate in words**
1	BABY PAMPER.	(4 pads/pkt)	PKTS			
2	BUTTER UNSALTED.	(10 gm)	PCS	min 6 months shelf life		
3	CARE FREE.	(6 pads/pkt)	PKTS			
4	CHILLI SAUCE.	(10 gm)	PCS	min 6 months shelf life		
5	COCA BUTTER SOAP.	(300 ml)	BLTS			
6	COCA BUTTERHAND LOTION.	(300 ml)	BLTS			
7	COFFEE MATE.	(3 gm/sachet)	PCS	min 6 months shelf life		
8	COFFEE PILLOW BAG	Bag	Bag	min 6 months shelf life		
9	COFFEE POWDER.	(50 gm)	BLTS	min 6 months shelf life		
10	COLOGNE NO.4711 SIZE	100ML.	BLTS			
11	DISPOSABLE COFFEE SPOON	PCS	PCS			
12	EQUAL SUGAR.	(1gm/sachet)	PCS	min 6 months shelf life		
13	HALLS COOL MENTHOL.	(100 pcs/pkt)	PKTS			
14	HALLS FRESH LIME.	(100 pcs/pkt)	PKTS			

DRUKAIR CORPORATION LTD. PARO

15	HALLS HONEY LEMON.	(100 pcs/pkt)	PKTS			
16	HALLS RASPBERRY.	(100 pcs/pkt)	PKTS			
17	HAND WASH SOAP Y CLASS	BTLS	BLTS			
18	MASALA TEA.	(25 pcs/box)	PKTS	min 6 months shelf life		
19	PEACH HAND WASH	(300 ml)	BLTS	min 6 months shelf life		
20	PEPPER SACHET.	(1 gm)	PCS			
21	PLASTIC DISPOSABLE GLASS 8Oz	80z	PCS			
22	PAPER HAND TOWEL	(100 sheets)	PCS			
23	PAPER NAPKIN WITH DRUKAIR LOGO	(100 sheets)	PKTS			
24	PAPER NAPKIN NO LOGO	(100 sheets)	PCS			
25	PLASTIC WASTE BAG	SIZE 45X45	PCS			
26	PLASTIC HAND GLOVES	PCS	PCS			
27	ROASTED PEANUT WITH DRUKAIR LOGO.	(20 gm)	PCS	min 6 months shelf life		
28	SALT SACHET.	(1 gm)	PCS	min 6 months shelf life		
29	SHEA HAND LOTION	(300 ml)	BLTS			
30	SOYA SAUCE.	(5 gm)	PCS	min 6 months shelf life		
31	STRAWBERRY JAM.	(10 gm)	PCS	min 6 months shelf life		
32	SUGAR INDIVIDUAL.	(5 gm)	PCS	min 6 months shelf life		
33	TISSUE BOX 100 sheets 2 ply	(19.3cm x 21.2cm)	BOX			
34	PEACH HAND WASH	(300 ml)	ROLL			
35	TAJ MAHAL TEA.	(100 pcs/box)	PKTS	min 6 months shelf life		
36	TOMATO SAUCE.	(10 gm)	PCS	min 6 months shelf life		
37	TWINING GREEN TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
38	TWINING LEMON TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
39	TWININGS DARGEELING TEA.	(25 pcs/box)	PKTS	min 6 months shelf life		
40	TWININGS EARL GRAY TEA.	(25 pcs/box)	PKTS	min 6 months shelf life		
41	TWININGS ENGLISH BREAKFAST TEA.	(25 pcs/box)	PKTS	min 6 months shelf life		

DRUKAIR CORPORATION LTD. PARO

42	TY-PHOO GREEN TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
43	TY-PHOO LEMON TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
44	TY-PHOO DARJEELING TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
45	TY-PHOO EARL GRAY TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
46	TY-PHOO ENGLISH BREAKFAST TEA	(25 pcs/box)	PKTS	min 6 months shelf life		
47	MAC TEA SUJA (butter tea powder with salt)	20 sachets	PKTS	min 6 months shelf life		
48	ZAAW (roasted rice)	kgs	KGS			
49	Wrapping Roll	1 Meter	PKTS			
50	Codyceps Tea	25 sachet/ Box	BOX			
51	Max cares (30-HRVI-200*08)	200m	ROLL			
52	TOILET ROLL(RIVER PRO)	18M*24ROLL	ROLL			
53	Hand wash (shea)	250ml	BTLS			
54	Hand lotion (Shea)	250ml	BTLS			
55	Hand wash (NETTOYANT MAINS)	300ML	BTLS			
56	Waste bag(Black)	30*40	PCS			
57	Face mask 2 PLY (White)	(50 pcs/box)	PCS			
58	Surgical gloves	(pcs/box)	BOX			
59	Brown sugar	5g	PKTS			
60	Hand Sanitizer (Medieer)	90ml	Btls			
61	Unsalted butter (Imperial)	8g	Pkts			
62	Straw Berry Jam (Imperial)	15g	Pkts			
63	Disposable Medical Cap White (Bouffant Cap)	(50 pcs/box)	BOX			
64	Roasting Bags With Twist Ties	(100 pcs/box)	BOX			
65	Hand Gel Cleanser (Hand Sanitizer)	600 ml	BTLS			
66	Waste bag 20*30inch	20*30inch	PCS			
67	Aluminum Foil Cassrole	PCS	PCS			
68	Twinning Camomile Tea	(25 pcs/box)	PKTS			
69	Bio Bhutan Hand wash	5kg/btl	BTLS			
70	Bio Bhutan Lotion	5kg/btl	btls			

DRUKAIR CORPORATION LTD. PARO

Masala Items					
SL NO	**Item Name**	**Specs**	**Unit**	**Rate in figure**	**Rate in words**
1	Biryaren Masala.	BMC/MDH	50 gram		
2	BLACK PEPPER.	BMC/MDH	50 gram		
3	CHANA MASALA	BMC/MDH	50 gram		
4	CHICKEN MASALA.	BMC/MDH	50 gram		
5	GRAM MASALA.	BMC/MDH	50 gram		
6	HALDI POWDER.	BMC/MDH	50 gram		
7	Kashimiri-lal mirch	BMC/MDH	50 gram		
8	VEGETABLE MASALA.	BMC/MDH	50 gram		
9	CHAT MASALA	BMC/MDH	50 gram		
10	CHILLI POWDER	BMC/MDH	50 gram		
11	CHOLA MASALA	BMC/MDH	50 gram		
12	ZEERA POWDER	BMC/MDH	50 gram		
13	WHOLE CUMIN SEED	BMC/MDH	50 gram		
14	CORIANDER POWDER	BMC/MDH	50 gram		

BONDED ITEMS					
SL.no	**Item Name**	**SPECS**	**Unit**	**Rate in figure**	**Rate in words**
1	Amul taza	200ml	PKTS		
2	APPLE JUICE (bhutan agro)	920 ml	BTL		
3	Apple Juice Nutrilife	1ltr	PKTS		
4	Mango Juice Bhutan agro	920 ml	Btls		
5	Mango juice Nutrilife	1ltr	PKTS		
6	Orange 100 % nutrilife	1 ltr	PKTS		
7	Tipco Orange Juice 100%	1 ltr	PKTS		
8	Malee Orange juice 100%	1 ltr	PKTS		

DRUKAIR CORPORATION LTD. PARO

9	Coca cola normal	300 ml	BLTS		
10	Fanta	300 ml	BTLS		
11	Sprite	300ml	BTLS		
12	Jumpy mango juice	200 ml	PKTS		
13	Nutrilife guava	200 ml	PKTS		
14	Nutrilife mango nector	200 ml	PKTS		
15	Nutrilife orange	200 ml	PKTS		
16	Nutrilife mixed fruit	200 ml	PKTS		
17	Zero Coke	300ml	CAN		
18	Lite Coke/ Diet coke	300ml	CAN		
19	Soda Water - Schweppes	300ml	CAN		
20	Tonic Water - Schweppes	300ml	CAN		
21	Ginger Ale Schweepes	300ml	CAN		
22	Tomato juice Malee	1 ltr	PKTS		
23	Mineral water 1	1 ltr	Btls		
24	Mineral water 500Ml	500ML	Btls		
25	Coke Normal Can	300ml	CAN		
26	Fanta Can	300ml	CAN		
27	Sprite Can	300ml	CAN		
28	Soda Water	500ML	BTLS		

Fruits & Vegetables					
sl.no	**Item Name**	**SPECS**	**Units**	**Rate in figure**	**Rate in words**
1	CHILLI POWDER	100g/pkts	pkt		
2	BABY POTATO	1kg	kg		
3	BEANS	1kg	kg		
4	BROCCOLI	1000g/bunch	bunces		
5	CABBAGE	1kg	kg		
6	CANTALOUP WHOLE	1kg	kg		
7	CARROT	1kg	kg		
8	CAULI FLOWER	1kg	kg		
9	CORRENDER LEAF	200g/bunches	bunch		
10	CUCUMBER	1kg	kg		
11	DRY CHILLI	1kg	kg		

DRUKAIR CORPORATION LTD. PARO

12	GARLIC	1kg	kg		
13	GINGER	1kg	kg		
14	GREEN CHILLI	1kg	kg		
15	GREEN PEA(pealed)	1kg	kg		
16	KEWI	1kg	kg		
17	ONION	1kg	kg		
18	PAPAYA WHOLE	1kg	kg		
19	pine apple	1kg	kg		
20	POTATO	1kg	kg		
21	SAG	300g/bunches	bunch		
22	SPRING ONION	200g/bunches	bunch		
23	TOMATO	1kg	kg		
24	water melon	1kg	kg		
25	LEMON	1kg	kg		
26	NAKEY	300g/bunches	bunch		
27	SHURKAM	1kg	Kg		
28	Asparagus	500g/bunch	bunch		
29	Red Capsicum	1kg	Kg		
30	Yellow Capsicum	1kg	Kg		
31	Red Grapes	250g/pkt	pkt		
32	Green Grapes	1kg	250g/pkt		
33	Black Grapes	1kg	250g/pkt		
34	Strawberry	1kg	250g/pkt		
35	Apple	1kg	Kg		
36	Local Cheese	100g/pcs	pcs		
37	Local Butter	1kg	Kg		
38	Bay Leave	100g/bunch	bunch		
39	Mint leaves	50g/bunch	bunch		
40	Rose Marry	30g/bunch	bunch		
41	Thyme fresh	20g/bunch	bunch		
42	Parsley	70/bunch	bunch		
43	Curry Pata	50g/bunch	bunch		
44	Lemon Fresh	1kg	Kg		
45	Lettuce	300g/bunch	bunch		
46	Coconut	1kg	Kg		
47	Mangos	1kg	Kg		
48	Dragon Fruit	1kg	Kg		
49	Mithy	1kg	Kg		
50	White Mushroom	1kg	Kg		
51	Honey Melon	1kg	Kg		

DRUKAIR CORPORATION LTD. PARO

52	Sangay Shamu	1kg	Kg		
53	Honey Melon	1kg	Kg		
54	Green Pea Peeled	1kg	Kg		
55	Sisi Shamu	1kg	Kg		
56	Small Chili	1kg	Kg		
57	Local Pepper	250g/pkt	pkt		
58	Green Capsicum	1kg	Kg		
59	Crow Beak	1kg	Kg		
60	Sweet Orange	1kg	Kg		
61	Banana	1kg	Kg		
62	Bokchoi	300g/bunch	bunch		
63	OYSTER MUSHROOM	1kg	Kg		
64	Banana Leaves	1kg	Kg		
65	Egg Plant	1kg	Kg		
66	palak sag	300g/bunch	bunch		
67	local cucumber	1kg	Kg		
68	Radish	1kg	Kg		
69	Red chilli	1kg	Kg		
70	kale	1kg	Kg		
71	kaffir lime leaves	1kg	Kg		
72	basil	1kg	Kg		
73	cherry tomato	1kg	Kg		
74	pumkin	1kg	Kg		
75	Taro	1kg	Kg		
76	wite cabbage	1kg	Kg		
77	purple cabbage	1kg	Kg		
78	Squash	1kg	Kg		
79	pear	1kg	Kg		

Meat Items					
SL. NO	**Item Name**	**SPECS**	**Unit**	**Rate in figure**	**Rate in words**
1	Chicken Breast Boneless	1000g/pkt	KG		
2	Beef Tenderloin	1000g/pkt	KG		
3	Chicken Sausage	1000g/pkt	KG		
4	Chicken Nugget	1000g/pkt	KG		
5	Chicken Popcorn	1000g/pkt	KG		
6	Chicken Lolipop	1000g/pkt	KG		

DRUKAIR CORPORATION LTD. PARO

7	Chicken Wings	1000g/pkt	KG		
8	Pork Sausage	1000g/pkt	KG		
9	Chicken Ham	1000g/pkt	KG		
10	Pork Ham	1000g/pkt	KG		
11	Fresh Pork(Boneless)	1000g/pkt	KG		
12	Fresh Pork Ribs	1000g/pkt	KG		
13	Shrimp(tiger Prawn)	1000g/pkt	KG		
14	Shakam	1000g/pkt	KG		
15	Sikam	1000g/pkt	KG		
16	Yaksha kam	1000g/pkt	KG		
17	Mutton	1000g/pkt	KG		
18	Pork Bacon	1000g/pkt	KG		
19	Minced beef	1000g/pkt	KG		
20	Beef Liver	1000g/pkt	KG		
21	Beef Juma	1000g/pkt	KG		
22	Boneless fish	1000g/pkt	KG		
23	Salmon fish	1000g/pkt	KG		
24	Local Trout fish	1000g/pkt	KG		
25	Dry fish	1000g/pkt	KG		
26	chicken sausage (Bangkok)	500g/pkt	Pkt		
27	Pork sausage (Bangkok)	500g/pkt	pkt		
28	Chicken Thigh Boneless	1000g/pkt	kg		
29	Pork Belly (Boneless)	1000g/pkt	kg		

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PARO

Price Schedule with specifications (where applicable) Signature of Supplier:	**Supplier's Official Stamp**
Name of Supplier:	
Date:	



INTEGRITY PACT

1: General

Whereas the Dechen Peldon, GM- Finance & Corporate Service Division here in after referred to as the Employer one part, and.....representing.....on the other part (hereafter referred to as the Bidder) here by execute this agreement as follows:

2. Objectives

Now, therefore, the employer and the Bidder agree to enter into this pre-contract agreement, here in after referred to as integrity pact, to avoid all forms of corruption by following a system that is fair, transparent, and free from any influence/ unprejudiced dealings prior to, during and subsequent to the currency of the contract to be entered into, with a view to:

2.1. Enable the Employer to obtain the desired contract at a reasonable and competitive price in conformity to the defined specifications of the works, goods, and services; and

2.2 Enable Bidders to abstain from bribing or any corrupt practice to secure the contract by providing assurance to them that their competitors shall also refrain from bribing and other corrupt practices and the Employer shall commit to prevent corruption, in any form by their officials by following transparent procedures.

3. Commitments of the Employer.

The Employer commits itself to the following:

3.1. The Employer hereby undertakes that no official of the Employer, connected directly or indirectly with the Contract, shall demand, take a promise for or accept, directly or through intermediaries, any bribe, consideration, gift, reward favor or any material or immaterial benefit or any other advantage from the Bidder, either for themselves or for any person, organization or third party related to the Contract in exchange for an advantage in the bidding process, bid evaluation, contracting or implementation process related to the Contract.

3.2. The Employer further confirms that its officials have not favored any prospective Bidder in any form that could afford an undue advantage to that Bidder during the tendering stage and shall further treat all Bidders alike.

3.3 All the officials of the Employer shall report to the Chief Executive Officer, Employer, any attempted/completed violation of clauses 3.1 and 3.2. 3.4 Following report on violation of clauses 3.1 and 3.2 by official (s), through any source, necessary disciplinary proceedings, or any other action as deemed fit, including criminal proceedings may be initiated by the Employer and such a person shall be debarred from further dealings related to the Contract process. In such a case while an enquiry is being conducted by the Employer the proceedings under the Contract would not be stalled.

DRUKAIR CORPORATION LTD. PARO

4. Commitments of Bidders

The Bidder commits himself to take all measures necessary to prevent corrupt practices, unfair means and illegal activities during any stage of his bid or during any pre-contract or post-contract stage in order to secure the Contract or in furtherance to secure it and in particular commits himself to the following:

4.1 The Bidder shall not offer, directly or through intermediaries, any bribe, gift, consideration, reward, favour, commission, fees, brokerage, any materials or immaterial benefit to any official of the Employer, connected directly or indirectly with the bidding process, or to any person, organization or third party related to the contract in exchange for any advantage in the bidding, evaluation, contracting and implementation of the Contract.

4.2 The Bidder further undertakes that he has not given, offered or promised to give, directly or indirectly any bribe, gift, consideration, reward, favour, commission, fees, brokerage, any material or immaterial benefit to any official of the Employer or otherwise in procuring the Contract or forbearing to do or having done any act in relation to the obtaining or execution of the Contract or any other contract with the Employer for showing or forbearing to show favour or disfavor to any person in relation to the Contract or any other contract with the Employer.

4.3 The Bidder shall not collude with other parties interested in the contract to preclude the competitive bid price, impair the transparency, fairness and progress of the bidding process, bid evaluation, contracting and implementation of the contract.

4.4 The Bidder, either while presenting the bid or during pre-contract negotiations or before signing the contract, shall disclose any payments he has made, is committed to or intends to make to officials of the Employer of their family members, agents, brokers or any other intermediaries in connection with the contract and the details of services agreed upon for such payments.

4.5 The Bidder shall not enter into any monetary dealings or transaction, directly, with any tender committee member, and if he does so, the Employer shall be entitled forthwith to rescind the Contract and all other contracts with the Bidder.

5. Sanctions for Violation.

The breach of any aforesaid provisions or providing false information by employers, including manipulation of information by evaluators, shall face administrative charges and penal actions as per the existing relevant rules and laws. The breach of the Pact or providing false information by the Bidder, or anyone employed by him, or acting on his behalf (whether with or without the knowledge of the Bidder), or the commission of any offence by the Bidder, or anyone, employed by him, or acting on his behalf, shall be dealt with as per the provisions of the Penal Code of Bhutan, 2004, and the Anti – Corruption Act, 2006. In the event of a breach, the Employer shall also take all or any one of the following actions, wherever required:

DRUKAIR CORPORATION LTD.
PARO

5.1 Immediately call off the pre-contract negotiations without giving any compensation to the Bidder. However, the proceedings with the other Bidder(s) would continue.

5.2 Immediately cancel the contract, if already awarded/signed, without giving any compensation to the Bidder.

5.3 Forfeit the Earnest Money/security deposited with the Employer.

5.4 Recover all sums already paid to the Bidder.

5.5 Encash the advance bank guarantee and performance bond /warranty bond, if furnished by the Bidder, in order to recover the payments, already made by the Employer, along with interest.

5.6 Cancel all or any other Contracts with the Bidder.

5.7 Debar the Bidder from entering into any bid from the Employer as per the Debarment Rule.

6. Examination of Books of Accounts

6.1 In case of any allegation of violation of any provisions of this integrity pact or payment of commission, the Employer/authorized persons or relevant agencies shall be entitled to examine the Books of Accounts of the Bidder and the Bidder shall provide necessary information of the relevant financial documents and shall extend all possible help for the purpose of such examination.

7. Monitoring and Arbitration

7.1 The Employer shall be responsible for monitoring and arbitration of IP as per the procurement rules.

8 Legal Actions

8.1 The actions stipulated in this integrity pact are without prejudice to any other legal action that may follow in accordance with the provisions of the extant law in force relating to any civil or criminal proceeding as.

9. Validity

9.1 The validity of this integrity pact shall cover the tender process and extend until the completion of the contract to the satisfaction of both the employer and the Bidder.

9.2 Should one or any provision of this pact turn out to be invalid, the remainder of this pact remains valid. In this case, the parties shall strive to come to an agreement to their original intentions.

We, hereby declare that we have read and understood the clauses of this agreement and shall abide by it. Further, the information provided in this agreement is true and correct to the best of our knowledge and belief.

The parties here by sign this Integrity pact at ..... (*place*) on (*date*).....

Affix legal stamp

EMPLOYER
Witness:

1.....

Affix legal stamp

BIDDER/REPRESENTATIVE
Witness:

1.....

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT WE, *...[insert name of the Bidder]* ..... An Employer incorporated under the ..... *[insert relevant statute of the country of incorporation]* ..... and having its registered office at ..... *[insert address]* ..... (Hereinafter referred to as the "Bidder") having been authorized by the Board of Directors of the Employer, inter alia, to execute contracts in the name of and for and on behalf of the Employer. I ..... *[insert name of the person giving the power of attorney]* ..... presently holding the position of ..... *[insert designation of the person giving the power of attorney]* ..... in the Employer do hereby constitute, appoint and authorize Mr..... [*insert name, designation and residential address of the person to whom the power of attorney is being given]* ..... as our true and lawful attorney to do in our name and on our behalf all such acts, deeds, things necessary and incidental to submission of our Bid against NIT No. ....., floated by Employer.

I hereby further authorize the above attorney for signing and submission of the Bid and all other documents, information related to the Bid including undertakings, letters, certificates, declarations, clarifications, acceptances, guarantees, any amendments to the Bid and such documents related to the Bid, and providing responses and representing us in all the matters before Employer in connection with the Bid for the said NIT till the completion of the bidding process.

I accordingly hereby nominate, constitute and appoint above named
..... severally, as my lawful attorney to do all or any of the acts specifically mentioned immediately herein above.

WE do hereby agree and undertake to ratify and confirm whatever the said Attorney shall lawfully do or cause to be done under and by virtue of this power of Attorney and the Acts of Attorney to all intents and purposes are done as if I had done the same on behalf of the Employer if these presents had not been made.

DRUKAIR CORPORATION LTD.
PARO

IN WITNESS whereof I, ... have executed these presents this the ..... day of .....at .....

EXECUTANT

Signature.....

Name: .....

Designation.....

ACCEPTED:
Signature of Attorney.....

Name: .....

Designation.....

Signature of the Attorney Attested
.....

EXECUTANT

Name.....

Designation.....

Office Seal.....

Note: *The Power of Attorney should be notarized as per applicable legal provisions in the country of the Bidder*