

TSC/T/024/2020-2021 – PROVISION OF AIR TICKETING SERVICES

8.1 FORM OF TENDER

Date_____

Tender No._____

To.....

.....

[Name and address of procuring entity]

Gentlemen and/or Ladies:

Having examined the tender documents including Addenda

Nos.....

..... *[insert numbers,*

the of which is hereby duly acknowledged, wed, the undersigned, offer to provide Air Ticketing services.

in conformity with the said tender documents as indicated below:

S/No.	DESCRIPTION	CLASS	SERVICE CHARGE FOR THE CONTRACT PERIOD EXPRESSED IN FORM OF PERCENTAGE (%)	ANY OTHER COST INVOLVED
1	Return and one way Air Ticketing Services for domestic air travel (within Kenya)	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			
2	Return and one way Air Ticketing Services within Africa	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			
3	Return and one way Air Ticketing Services for International Air Travel	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			

In accordance with the Schedule of Prices attached herewith and made part of this Tender.

We undertake, if our Tender is accepted, to provide the services in accordance with the services schedule specified in the Schedule of Requirements.

If our Tender is accepted, we will obtain the tender guarantee in a sum equivalent to N/A percent of the Contract Price for the due performance of the Contract, in the form prescribed by (Procuring entity).

We agree to abide by this Tender for a period of*[number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Dated this _____ day of _____ 20

[signature]

[In the capacity of]

Duly authorized to sign tender for and on behalf of _____

1.2 PRICE SCHEDULE OF SERVICES

NAME OF TENDER: PROVISION OF AIR TICKETING SERVICES

TENDER NUMBER: TSC/T/24/2020-2021

S/No.	DESCRIPTION	CLASS	SERVICE CHARGE FOR THE CONTRACT PERIOD EXPRESSED IN FORM OF PERCENTAGE (%)	ANY OTHER COST INVOLVED
1	Return and one way Air Ticketing Services for domestic air travel (within Kenya)	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			
2	Return and one way Air Ticketing Services within Africa	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			
3	Return and one way Air Ticketing Services for International Air Travel	Business Class		
		Economy Class		
	Change of Ticket fee (If applicable)			

1. The Air Ticketing Services will be rendered on need basis through issuance of a Local Service Order.
2. The Service Charge shall be calculated as a percentage of the actual air ticket market at the time of issuing the ticket.
3. Payments shall be made within sixty days upon receipt of Invoice(s)
4. The Invoiced amounts MUST be presented in separate columns indicating Cost of Ticket, government taxes and the Service Charge as indicated below:
 - a. Cost of the ticket as per the airline market rate at the time of issuing the tickets
 - b. Service charge
 - c. Taxes inclusive of All Taxes per ticket
 - d. Total cost payable

The indicated service charge expressed in form of percentage based on the airline charges will not change during the three years' contract period.

Name of Tenderer

Signature of Tenderer:

Rubber Stamp of tenderer: