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**BHUTAN LOTTERY LIMITED**  
(State Owned Enterprise, Ministry of Finance)

**Terms of Reference for Appointment of Open Seller (s)**

**1. Eligibility Criteria for Lottery Open Seller**

- i) Bhutanese citizen age 18 years and above holding any business license.
- ii) Should have communication facilities (Internet, Printer, etc as required) in a designated area.
- iii) An applicant shall not be eligible to apply for more than one Dzongkhag.
- iv) The applicants should be literate.
- v) The applicant's place of business activity should not be near any educational institutions/monastery.
- vi) The applicant should not intentionally provide false information and should not hold any criminal records.

**2. Issuance/ Lifting of Tickets**

- i) The Sellers shall pay 100% cash in advance for the intended quantity of tickets to be lifted.
- ii) The sellers shall lift a minimum of 10 Booklets of Paper Lottery per draw.
- iii) The sellers shall lift a minimum of 1 booklet for each of the Scratch Card games.
- iv) Sale of the Lotto shall be based on the prepaid amount.

**3. Unsold Return**

- i) Scratch card tickets once lifted shall be considered as sold and shall not be returned.
- ii) Paper Draw Lottery can be returned and shall be accounted for only on booklets which shall be notified through electronic means to the BLL office on the draw day at the time specified by BLL.
- iii) The sellers shall arrange to submit unsold physical tickets to the BLL office within 1 week from the draw day.

**4. Terms and Conditions**

- i) Must maintain a minimum stock level at all times for sale.
- ii) Shall sell lottery products as per the printed price on the tickets.
- iii) Stock/store the tickets at the seller's own cost and risk.
- iv) The seller(s) shall not disclose or communicate to any person whatsoever any confidential information belonging to or relating to BLL at all times.
- v) The sellers will not be offered any credit and shall adjust all the outstanding before the next requisition.
- vi) Promotional programs may be offered to promote products based on sale of the products in the market.
- vii) All transportation expenses from BLL to the sellers shall be borne by the office and the expenses from the sellers to the BLL office shall be borne by the sellers.



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**5. Commission**

- i) 10.5 % commission is paid on the sale of Instant Scratch Card and Phuensum Lotto 5/36.
- ii) 15% on the sale of the Paper Draw Lottery.
- iii) Other incentives will be based on the scheme.

**6. Documents Required**

- i) Dully filled BLL Lottery Seller's Application Form
- ii) Valid Trade license copy
- iii) Valid Citizenship ID copy
- iv) Online Security Clearance
- v) Tax Clearance Certificate
- vi) No objection Certificate from Dzongkhag Lottery Agent (If applicant is a sub-seller to any Dzongkhag Lottery agent. Will be vetted).