

INTERNATIONAL TELECOMMUNICATION UNION

ITU Regional Radiocommunication Seminar 2018 for Asia & Pacific (RRS-18-Asia&Pacific)

Thimphu, Bhutan, 23-28 July 2018

GENERAL INFORMATION

A. THE MEETING

1. Venue

Hotel: Namgay Heritage Hotel

Address: Jangchhub Lam

City: Thimphu

Tel: +975-2-337113 Fax: +975-2-337112,

email: namgayheritagehotel@gmail.com / nhhmanager@gmail.com

Contact point at the venue

Name: Ms. Sita Bhattarai

Post: Manager

Email: nhhmanager@gmail.com

Phones: +975-77407809

2. Local contact person

Name: Mr. Karma Jamyang

Post: Sr. ICTO

Entity: Ministry of Information and Communications

Email: kjamyang@dit.gov.bt

Phone: +975-2-323215

Mobile: +975-17171988

3. Accommodation and hotel reservations

Ministry of Information & Communications (MoIC) has secured special rates with a number of hotels nearby, details of which are given in the table on the next pages, where there is also a map showing the location of each hotel in relation to the meeting venue (indicated by an arrow).

Delegates are kindly requested to inform us of the reservations made, by e-mail to kydorjee@dit.gov.bt, using the form (**Annex**) provided for this purpose.

It is important that reservations be made as early as possible. **All reservations must be made** by contacting the hotels either by phone or by e-mail. Contact details of the hotels are given in the table on the next pages. Should you subsequently find that you would be unable to attend the meeting, the reservation must be cancelled sufficiently in advance.

Map of the Venue



List of Hotels

Starting with the Venue (or official Hotel for the Event)

HOTEL	CATEG	TYPE OF ROOM	RATE* (per room per night)	REMARKS	Direction (Map)	Email ID
Namgay Heritage Hotel	3-star	Heritage Deluxe	BTN 3840	Workshop Venue	Event Venue	nhhmanager@gmail.com
		Heritage Grand Deluxe	BTN 5280			
		Executive Suite	BTN 14400			
Hotel Druk	4-star	Deluxe Single	BTN 6804	Breakfast complementary	Hotel 1	druk.thimphu@drukhotels.com
		Deluxe Double	BTN 8424			
		Valley View Balcony Room	BTN 9180			
		Suite	BTN 10,800			
Hotel Thimphu Tower	3-star	Deluxe Single	BTN 3780		Hotel 2	thimputowers@gmail.com
		Deluxe Double	BTN 4200			
		Premium Single	BTN 4620			
		Premium Double	BTN 5040			
Le meridien Thimphu	5-star	Classic Room King Bed/Twin Bed	USD 216	Breakfast complementary	Hotel 3	04056.lmtsales@lemeridien.com
Taj Tashi Thimphu	5-star	Deluxe-Single	USD 264	Breakfast complementary	Hotel 4	reservations.tajtashi@tajhotels.com
		Deluxe-Double	USD 288			
		Deluxe-Single with Balcony	USD 426			
		Deluxe-Double with Balcony	USD 450			
		Luxury-Single	USD 462			
		Luxury-Double	USD 492			
		Deluxe Suite-Single	USD 624			
		Deluxe Suite-Double	USD 648			
		Luxury Suite-Single	USD 924			
		Luxury Suite-Double	USD 954			

HOTEL	CATEG	TYPE OF ROOM	RATE* (per room per night)	REMARKS	Direction (Map)	Email ID
Dorji Elements	3-star	Standard-Single/Twin	BTN 3360	Breakfast complementary	Hotel 5	hoteldorjielements@gmail.com
		Deluxe-Single/Twin	BTN 3840			
		Suite-Single/Twin	BTN 5760			
Namseling Boutique Hotel	3-star	Standard-Single	BTN 4284	Breakfast complementary	Hotel 6	namselinghotel@gmail.com
		Standard-Double	BTN 4788			
		Deluxe-Single	BTN 4872			
		Deluxe-Double	BTN 5376			
Hotel Pedling	3-star	Standard-Single	BTN 2500		Hotel 7	reservation@hotelpedling.com
		Standard-Double	BTN 3000			
		Deluxe-Single	BTN 3500			
		Deluxe-Double	BTN 4000			
		Suite-Single	BTN 4500			
		Suite-Double	BTN 5000			
Hotel Kisa	3-star	Deluxe-Single/Double	BTN 3800	Breakfast complementary	Hotel 8	reservations@hhlbhutan.com
Hotel Phuntsho Pelri	3-star	Apartment-Single/Double	BTN 6000		Hotel 9	hotelpp1@gmail.com
		Suite-Double/Single	BTN 5400			
		Deluxe Room	BTN 4800			
		Standard-Single	BTN 3600			
		Standard-Double	BTN 4200			
Gyelsa Boutique Inn	3-star	Deluxe-Single	BTN 3168	Breakfast complimentary	Hotel 10	gyelsaboutique@gmail.com
		Deluxe-Double	BTN 4320			
		Superior Deluxe-Single	BTN 3840			
		Superior Deluxe-Double	BTN 5280			
Hotel Amodhara	3-star	Standard-Single	BTN 2160		Hotel 11	hotelamodhara@gmail.com
		Standard-Double	BTN 2520			
Hotel Bhutan	3-star	Deluxe	BTN 2983.5		Hotel 12	reservation@hotelbhutan.com.bt
City Hotel	3-star	Deluxe-Single	BTN 5280	Breakfast complimentary	Hotel 13	reservation@cityhotelthimphu.com
		Deluxe-Double	BTN 4140			

HOTEL	CATEG	TYPE OF ROOM	RATE* (per room per night)	REMARKS	Direction (Map)	Email ID	
Hotel Gakyil	3-star	EPAI-Single/Double	BTN 2200		Hotel 14	reservation@gakyilbhutan.com	
Bhutan Suites	3-star	Suite-Standard	BTN 4443.6		Hotel 15	reservation@bhutansuites.com	
		Suite-Superior	BTN 5964				
Hotel Galingkha	3-star	Standard-Single	BTN 3000		Hotel 16	hgalingkha@gmail.com	
Hotel Jumolhari	3-star	Standard-Single	BTN 2520		Hotel 17	info@hoteljumolhari.com	
		Standard-Double	BTN 2880				
		Deluxe	BTN 3240				
		Junior Suite	BTN 3600				
		Executive Suite	BTN 3960				
Yeedzin Guest House	3-star	Standard-Single	BTN 1840		Hotel 18	yeedzin@druknet.bt	
		Double-Single	BTN 2300				
		Double-Double	BTN 2760				
		Queen Suite	BTN 3220				
		Deluxe Suite	BTN 3680				
Wangchuk Hotel	3-star	Single	BTN 2400	Breakfast complimentary	Hotel 19	thimphu@wangchukhotel.com	
		Double	BTN 2880				
Hotel Osel	3-star	Single	BTN 4200	Complimentary Breakfast	Hotel 20	sales@oselbhutan.com	
		Double	BTN 4800				
Tashi Yoedling	3-star	Executive-Single	BTN 3360	Complimentary Breakfast	Hotel 21	tyoedling2015@gmail.com	
		Executive-Double	BTN 3600				
		Standard	BTN 2500				

*Rates are all taxes included and special rates offered.

*Room reservation subject to availability.

4. Flights and ground transportation

Paro International Airport is the only international airport in Bhutan. It is located in a beautiful Paro Valley which is 54 kilometres (1 hour drive) from nation's capital Thimphu. Delegates have the following option for travelling from the airport to their hotel:

Airport Transfer: The airport is served by a large number of taxis which can be found outside the arrivals hall. For a ride to Thimphu, rates are around USD 19 (Nu. 1200).

B. GENERAL INFORMATION

1. Visa formalities

Indian, Bangladeshi and Maldivian nationals can obtain a visa at the port of entry on producing a valid passport with a minimum of 6 month validity (Indian nationals may also use their Voters Identity Card (VIC)).

All other visitors must obtain a visa clearance prior to travel to Bhutan. MoIC shall facilitate in processing visa for all the delegates attending the ITU-RRS-18-Asia&Pacific.

- a. Foreign Delegates should download and fill up the visa application form available at: <http://www.mfa.gov.bt/wp-content/uploads/2014/07/bhutan-visa-application-form.pdf>
- b. Foreign Delegates should send the visa application along with a copy of photo-page of their passport by email to Mr. Thuenzang Choephel at tchoephel@dit.gov.bt on or before **20 June 2018**.
- c. MoIC will make the visa application fee payment for all the Foreign Delegates amounting to USD 40 (Nu. 2500) to obtain their visas.
- d. Foreign Delegates will be required to refund the visa application fee on the 1st day of the workshop during registration.
- e. MoIC shall send electronic visa to the foreign delegates once processed.
- f. At your point of entry the foreign delegates will be required to show their electronic visa which will then be stamped into the passport.

Mr. Thuenzang Choephel at tchoephel@dit.gov.bt is available for any clarification on the visa application process.

2. Vaccinations

No vaccination certificate is required for entering the country.

3. Language

The National language of Bhutan is Dzongkha [dzɔŋkʰa]. Most of the Bhutanese speaks English.

4. Measuring System

The official measuring system in Bhutan is the International Metric System.

5. Driving sense

In Bhutan vehicles circulate at right side.

6. Electricity supplying

Bhutan is a carbon neutral destination. Their energy is clean and green generated by hydro power. All hotel rooms including meeting venue run 220/240V/50Hz with round hole two-pin and three-pin power outlets.

The most common type of electric plug-in are C and D. Type G is found in some of the hotel rooms.

Type C



Type D



Type G



It is recommended that you bring flat-to-round pin converters for your electronics if necessary, however, most hotels offer multi plug sockets.

7. Climate

Thimphu experiences dry winter months (December through February) and almost no precipitation until March, when rainfall averages 20 millimeters a month and increases steadily thereafter to a high of 220 millimeters in August for a total annual rainfall of nearly 650 millimeters. Temperatures in July typically range from 15° to 27°C.

8. Currency

Bhutan's currency is the Ngultrum (Nu.). Foreign currency can be exchanged into local currency in the airport and banks. It is highly recommended to exchange foreign currency into local currency in the airport upon arrival to make the payment for local transportation.

ATMs are located within all main towns throughout Bhutan, where money can be withdrawn using a Visa or MasterCard. For concerned travelers a list of ATM locations throughout Bhutan is found here: <http://www.bob.bt/contact-us/atm-locator/>.

In addition, POS (Point of Sale) services are available nationwide, meaning visitors can pay by credit card at most hotels and handicrafts stores. While the dollars and euros are generally accepted, foreign currency can be exchanged into local one in banks and other authorized establishments. The most commonly accepted credit cards are American Express, VISA, Diners Club and MasterCard.

Exchange rates are liable to fluctuate. As reference, the dollar exchange rate was: USD 1 = Nu. 65

Pictures of bills and coins



More pictures of bills available on

<https://www.rma.org.bt/CONTEMPORARYCIRCULATIONBANKNOTESp.jsp>

9. Shopping – VAT refunds

VAT is not applicable in Bhutan.

10. Business hours

Banks and exchange offices: Monday to Friday from 09:00 to 17:00 hours.

Company offices: Generally from 09:00 to 17:00 hours.

Shops and businesses: In the major cities, Monday to Sunday from 10:00 to 8:00 hours. Shops close for a day once a week.

Cafes, patisseries and pizzerias: Most of the cafes open from 11:00 to 8:00 hours.

Restaurants: Lunch is served from 12:00 hours and dinner from 18:00 hours. Many fast-food establishments are open round the clock.

11. Other useful information

You can find further information on the city of Thimphu and Bhutan on the following Web page: <http://www.tourism.gov.bt/>

Annex

SL	Name of the Participant	Hotel Name & Address	Check-In Date	Check-Out Date
1				
2				
3				
4				
5				