



# Request for Quotation (RFQ)

## Hotel Services – Tyr

**RFQ No: [RFQ23121004]**

Norwegian People's Aid (NPA) Lebanon is an International Non-Governmental Organization that has been working in Lebanon since 1982. The country management office is located in Beirut, with two main programmes:

- Development Humanitarian Cooperation programme;
- Mine Action and Disarmament programme operating in South Lebanon.

NPA invites Quotations from interested and eligible Hotels for the Request of Quotation of Hotel Accommodation and workshops in Tyr area.

### **I. General information**

- a. **Purpose.** This request for quotation (RFQ) is to contract for provision of Hotel Accommodation and workshops – Tyr
- b. **Who may respond.** Only eligible providers who are currently licensed in Lebanon and maintain an office in Lebanon, may respond to this RFQ.

### **II. Instructions**

- a. Closing submission date: **COB 01 October 2021.**
- b. Bids must be submitted in the English language via email to [lebanontenders@npaid.org](mailto:lebanontenders@npaid.org) and on NPA's format attached and must be signed and stamped.
- c. Inquiries concerning this RFQ should be mailed to: [ritam@npaid.org](mailto:ritam@npaid.org) or by phone 70-666271 before COB 24 September 2021.
- d. Notifications of award. It is expected that a decision selecting the successful provider will be made within Two (2) weeks of the closing date for the receipt of Quotations. Upon conclusion of final negotiations with the successful provider.

III. Payment: In fresh USD

IV. All bidders are requested to send their hotels profile along with the RFQ document, as well as the registration number and VAT number.



# Norwegian People's Aid

Lebanon

## V. Scope of service

- Accommodation and Workshops services for one-year contract based on:

| <b>Accommodation</b>                    | <b>Price / night</b> |
|---|----------------------|
| Price for Single Room, Based on B&B     |                      |
| Price for Double Room, Based on B&B     |                      |
| Price for Twin Double Room Based on B&B |                      |

| <b>Workshops</b>      | <b>Price / person</b> |
|-----------------------|-----------------------|
| Conference Room / day |                       |

- Bidders are to requested to fill in the above table and send it back along with other requested documents.
- Any special Terms and Conditions, as well as any discounts if provided should be clearly stated.
- Cancellation Policy
- Additional / extra available services should be clearly stated
- Prices should be in USD, VAT and Taxes inclusive.

**Name**

**Signature**

**Stamp**