



**Subject: Request for Quotations**

Company Name		PRF Number	
Registration		Date of Quotation	
<small>No. 8.5% deduction if not registered</small>		Expected Delivery Date	
Address		Validity of Quotation	
Telephone		Payment Terms	
E-mail			

Description of services and/or goods billed: **Procurement of Consultant for Synthesis of Evidence  
Right to Play International - Lebanon**

**Right to Play would like to invite you to submit your price offer based on details identified in the below table. 25-04-2024 is the last date to submit your offer.**

Description	Qty (10 - 15 days total duration of all activities)- please fill	Type of Unit	Unit Price	Total Price
Inception Meeting with Right to Play team to discuss the consultancy details, focus and key stakeholders; followed by submission of an inception report outlining the methodology and data collection plan for the consultancy tasks.		Day	0.00	0.00
Review and analyze evaluation reports from the past three years concerning Right to Play programs in Lebanon to identify key findings, trends, successes, and challenges.		Day	0.00	0.00
Collect data from key stakeholders as outlined in the inception report.		Day	0.00	0.00
Synthesize evidence from multiple evaluation reports and collected data to draw overarching conclusions about program effectiveness, impact, and areas for improvement		Day	0.00	0.00
Conduct a validation meeting with Right to Play staff to ensure a comprehensive understanding of the evaluation findings and align recommendations with the new strategy.		Day	0.00	0.00
Submit a draft report synthesizing the evidence.		Day	0.00	0.00
Prepare a final version of the report and a summary brief of the findings.		Day	0.00	0.00
			<b>Subtotal</b>	<b>0.00</b>
			<b>Tax Rate</b>	
			<b>Sales Amount</b>	<b>0.00</b>
			<b>Total</b>	<b>0.00</b>

Prices in **USD**  
Please send your offer Signed and Stamped .  
Right to Play is not obliged to award all items to one supplier.  
Right to Play is not bound to accept the lowest offer.

Additional comments by the supplier:

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Signature & Company Stamp by the supplier

**very important please read**  
**PLEASE SPECIFY WHETHER YOU WANT YOUR PAYMENT AS:**  
**BANK TRANSFER**  
**BANK LETTER**  
Please Note: Right to Play will not cover the cost of bank fees for cash letters. Furthermore, for bank transfers, we will only assume responsibility for internal bank charges, and the supplier is expected to cover all corresponding charges."

Name of Authorized Person- Mariam Zaytoun  
Logistics Officer

