

Subject: Request for Quotations

Company Name		PRF Number	N/A
Registration No. (8.5% deduction if not available)		Date of Quotation	
Address		Expected Delivery Date	withing 1 year
Telephone		Validity of Quotation	1 year
E-mail			

**Procurement of Venue & Refreshment LTA for 1 year
Beirut**

Description of services and/or goods billed:

Right to Play would like to invite you to submit your price offer based on details identified in the below table, 23-April-2024 is the last date to submit your offer

Description	Qty	Type of Unit	Requirements	Unit Price USD Including VAT	Total USD Including VAT
Venue with Capacity of 40 people (1 hour)	1.00	Hour	Conference room or venue with capacity of 40 people	\$ -	0.00
Basic coffee break for 1 person Coffee, Tea, Nescaffee, Biscuit, Cake	1.00	piece		\$ -	0.00
Basic coffee break for 1 person Coffe, Tea, Nescaffee, juice, Biscuit, Cake, mini mana2ish, mini sandiches	1.00	piece		\$ -	0.00
Meal Box (1 cold sandwich, salad, desserts)	1.00	piece	Cheese Pesto, Roast Beef, Tuna, Chicken pesto, turkey & cheese....	\$ -	0.00

Meal Box (2 cold sandwiches, salad, desserts)	1.00	piece	Cheese Pesto, Roast Beef, Tuna, Chicken pesto, turkey & cheese....	\$ -	0.00
Lunch-Plat du jour (main dish, salad, desserts)	1.00	piece	Lebanese or International	\$ -	0.00
Delivery fees in case no venue	1.00	Per km	Delivery within Akkar area	\$ -	0.00
Total Amount					0.00

- Prices in **USD** and Including VAT
- Please send your offer signed & 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:

Payment Facility: (Bank wire transfer or cash letter)?

Do you have 2 venues with capacity of 40 people to be used at the same time?

Do you agree to sign an agreement and to get paid on monthly basis?

Venues available on weekly basis? If not, what is the way to reserve the venues beforehand?

Signature & Company Stamp by the supplier

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 related to his bank.