

Date: 11.03.2018

Dear Sir or Madam  
 Greetings from REFORM Association

**Subject: Request for Quotation**

The Palestinian Association for Empowerment and local development – REFORM- Would Like to ask for you offer regarding the items mentioned below, please submit your offer latest by **Sunday 18.03.2018 before 12:00 PM.**

**Meals delivery and supply**

**Specifications:**

Item	Name of Item and serving size	Price in ILS including VAT	
1. Sandwich with <b>soft drink and french fries.</b>	Boneless chicken sandwich		
	Italian Chicken sandwich		
	Schnitzel sandwich		
	Cheese with ham sandwich		
	Labaneh		
2. Meal should include <b>chicken, rice, yoghurt and soft drink.</b> <b><u>Note: Meals should be served in buffet style with food warmers.</u></b>	Makloubeh		
	Ouzzie		
	Kidra		
	Mansaf		
	Kabseh		
3. Hot appetizers	Hot dog		
	Pizza		
	Ikras/meat pastries		
	Ikras/Cheese pastries		
	Ikras/Spinach pastries		
	Kubbeh		
	Stuffed grape leaves		
	Chicken fingers		
	Sambousek		
	<b><u>Item</u></b>	<b><u>Serving Size</u></b>	<b><u>Price in ILS including VAT</u></b>
4. Cold appetizers	Hummos		
	Mtabal		
	Tabouleh		
	Coleslaw		
	Greek Salad		
5. Desserts (Please add more)	Pudding cups		

items if possible)	Knafeh	
	Hareseh	

**Notes:**

- Vendor will be chosen based on quality and cleanliness of service provided.
- The Offer should be submitted in one currency (**ILS**). All Taxes must be **included** in the final price.
- Price offer should be valid for one year from the date of the purchase order with an ability to extend for another 2 years.
- **If price offer is submitted on the attached request for quotation template (above), then it is to be assumed vendor agrees to all terms and notes.**

• ملحوظة: إذا تم تقديم عرض السعر من مزود الخدمة على نموذج عرض السعر، سيتم قبوله على أساس الشروط والملاحظات المدرجة في الطلب.

- All interested companies should show their commitment in paying taxes.
- All prices should include delivery fees *regardless of the quantity ordered*.
- We request to be provided with services **any day** of the week, including any **weekend** or holidays.
- REFORM may choose to award this procurement to more than one vendor for some specific items that may not be found or obtained at a point of time.
- REFORM will pay only on Actual use of Lunch and dinner for meetings/workshops according to actual number of participants; the number will be finalized with you by the end of the day.
- **Price Offer should be drafted in English, signed and/or stamped in closed envelop and delivered by hand** to the following address: The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

For more information, please do not hesitate to contact us on the following contact details:  
 Telefax: 02-2966645, Jawwal: 0592609930, Email: Info@reform.ps.

Thank you for your kind cooperation

Sincerely yours

Nadine Natour

Financial and Admin Officer


