

Dear Messers,

Greetings from REFORM Association

Subject: Request for quotation

The Palestinian Association for Empowerment and local Development -**REFORM** would like to ask for your offer regarding the items mentioned below for REFORM and its projects, please submit your offer latest by 10.08.2015.

1. Full board accommodation with hall, continuous coffee breaks, meals (lunch and dinner) per person, Rooms (Double and single) per person.
2. Accommodation with breakfast per double and single rooms.


Number of participants: 25

Notes:

- Offer should be drafted in English and submitted in one currency (ILS). All taxes must be included in the final price.
- REFORM will pay only on actual use of hall, continuous coffee breaks, meals, rooms and according to actual number of participant; the number will be finalized with you by the end of the day.
- WIFI should be free of charge.
- Price Offers validity should be for 1 year.
- Price Offer should be drafted in English or Arabic, signed, stamped in closed envelop and to be delivered by hand on the following address:

The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

Thank you for your kind cooperation,


Dina Shawa
Financial & Admin Officer