

## OFFER

**To: Center for Comparative and International Studies**

**Project: 'Microenterprise development project for women in the cross-border area'**

**Project location: Elbasan**

**Ladies and Gentlemen,**

**In accordance with your requirements and specifications submitted in the Request for offer, we are providing you with the following bid with prices for each of the requested items in ALL.**

**Subject:** Request for offer of Conference room, equipment's, lunch and refreshments

### BIDDING OFFER

Serial No.	Description of service and specification	Quantity	Single price without VAT (ALL)	Total price without VAT (ALL)
<b>TRAINING AND EQUIPMENT</b>				
1.	Hall (conference room) for 30 participants (if charged)			
	Used up to 4 hours	1		
	Used up to 8 hours	1		
2.	Projector and design canvas (flip chart)	1		
<b>LUNCH and COFFEE BREAK</b>				
3.	Lunch - the lowest offer menu description submitted in attachment	30		
4.	Lunch - the highest offer menu description submitted in attachment	30		
5.	Water 0.33l (carbonated or non-carbonated)	30		
6.	Soft drink	30		
7.	Cafe (for up to 30 participants)			
	- espresso	30		
	- macchiato	30		

***Note: EU-funded projects are exempt from VAT; Therefore, please specify the prices without VAT.***

**Date of bid submission: November 9, 2018 no later than 16:00 via regular mail**

***Note: We would like to remind you that the prices in the bid should be valid for the entire period of the time specified in the Bid Request, or from November 2018 to December 2019.***

Logo e kompanise

***The selected supplier does not have the right to change the stated prices in the offer for any reason.***

***Certified by a signature and stamp from the responsible person.***

***Name and surname***

***Stamp***

***(signature)***