

SPECIFICATIONS/TERMS OF REFERENCE

Conference Facility for 4 days	Accommodation for 3 nights
Projector/Screen X1 Speaker and 2 mics Pens X 60 Note Pads X 60	60 Single Sleepers

NB! Service providers must engage with facilities that are agreeable to outside catering should it be necessary.

PRICING SCHEDULE/ BILL OF QUANTITIES

NO	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1.	Accommodation (50 Single Sleepers)	4 nights		
2.	Venue Hire (Conference Facility for 4 days)	4 days		
			SUB TOTAL	
			15% VAT	
			GRAND TOTAL	