



KRI Country Office

RFQ

REQUEST FOR QUOTATION

TODAY'S DATE: _____

RETURN QUOTE TO WfWI BY DATE: _____

Name of the Company

Address:

Phone Number:

Email Address

RETURN TO: Women for Women International
ATTN: Mustafah Isamel
KRI, Apartment #2, 1st Floor,
Building B, Ankawa 4 Towers, Erbil,
Kurdistan Region of Iraq
Telephone: 00964 751 801 9070
Email: Mkismael@womenforwomen.org

ITEMS REQUESTED

Item No.	Quantity	unite	Detailed Description of Item	Unit Price	Total Price
1	1	night	Single room including breakfast		
2	1	Piece	Cancellation of single room before 24 H		
3	1	Piece	Cancellation of single room less than 24H		
4	1	Piece	Coffee break		
5	1	Piece	Lunch		
6	1	Piece	Cancellation fee before 24 H for lunch and coffee break		
7	1	Piece	Cancellation fee less than 24H for lunch and coffee break		
8	1	Piece	Coffee break based only on actual number of participants in the meeting		
9	1	Piece	lunch based only on actual number of participants in the meeting		
10	1	Piece	Hall Fee with Lunch and coffee break		
11	1	Piece	Hall fee only with coffee break		
12	1	Piece	Hall fee with out Lunch and coffee break		
Validate of the Offer				Tax (if applic)	
Payment Method cash Check or bank cridet				Other (if applic)	
				TOTAL	
Delivery time					

Request for Quotation Issued By: (WfWI staff member)

Name: Mustafa Ismail

Title: Logistic officer

Signature: _____

Quotation Provided By: (Supplier)

Name: _____

Title: _____

Signature: _____ Date: _____