Request for Quote (RFQ) for N 205 PST Hubsite venue:

General Requirements & Background

Peace Corps/Nepal is looking for Pre-Service Training site office for our Peace Corps Volunteers in the Group N205 beginning with check-in on March 18, 2018 and ending with final check-out on June 12, 2017. The Hub site office will require lodging, meals, and training space during March 18- June 12, 2018. The Training will be held in Kavre District. Specific requirements are listed below.

Requirements:

Food and rooms required as follows during March 18-June 12, 2018:

- 5 double rooms
- 9 single rooms
- 1 room for office to accommodate at least 5 chair and tables
- 1 room for Training to accommodate at least 100 pax
- Food for Minimum 20 pax to maximum 110 pax (Daily Meals Package to include Breakfast, snacks, Hi-Tea and Dinner)

Additional requirements:

- Venue to maintain 2 reserved parking spaces for customer vehicles.
- Electricity available with generator backup in the case of load shedding.
- Wi-Fi access
- Break out space/Office set up space
- Location of Hotel: Should be in or near Panauti City, have access to public transportation and restaurants.

Directions to Vendors:

Please provide a price for the above-listed requirements and a per person price for the daily meals package. Also provide any assumptions or related information. Additionally, if your facility does not meet the requirements or does not have availability for the requested dates, please provide a response to that effect.

Questions:

If you have questions, please contact me at kkhatiwada@peacecorps.gov or by mobile at 9802003107

Due Date: Please respond as soon as possible, but no later than Monday, December 10,2017 at 5 PM Kathmandu time.