



WORLD HEALTH ORGANIZATION
ORGANISATION MONDIALE DE LA SANTÉ
WELTGESUNDHEITSORGANISATION
ВСЕМИРНАЯ ОРГАНИЗАЦИЯ ЗДРАВООХРАНЕНИЯ

REGIONAL OFFICE FOR EUROPE
BUREAU RÉGIONAL DE L'EUROPE
REGIONALBÜRO FÜR EUROPA
ЕВРОПЕЙСКОЕ РЕГИОНАЛЬНОЕ БЮРО

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Date: 30 March 2016

Address

Potential vendors

Our reference: CCC/MDA/ Your reference: Ref2
Notre référence: 66 Votre référence:
Unser Zeichen: Ihr Zeichen:
См. наш номер: На Ваш номер:

Dear Madam/Sir:

You are kindly requested to submit your quotation for the following items before 17:30 (local time) on **10 April 2016**.

Purpose: Logistics and catering for Stakeholder meeting to implementing the adverse childhood experiences survey in university students in Republic of Moldova

Period: 19 April 2016

Participants: Up to 30 persons

Venue location: Chisinau, Republic of Moldova

Stakeholder meeting to implementing the adverse childhood experiences survey in university students in Republic of Moldova

Participants: Up to 50 persons

Item	Generic Description	No. of days	Quantity	Unit price MDL	Subtotal MDL
1.	Conference room 50 participants	1	1		
2.	Aid tools (Icolored printer and laptop w/connection to internet, 1 flipchart)	1			
3.	Video projector and screen	1	1		
4.	Equipment for simultaneous interpretation in – headphones for 50 persons, booth for interpretation, 2 radio microphones for the auditoria, speakers	1	1		
5.	Lunches within the meeting's premises	1	30		
6.	Welcome coffee	1	30		
7.	Coffee breaks to be served close to the meeting room (2 per day)	1	60		
8.	Still/sparkling water in 0,5l bottles	1	60		
9.	Preparation and dissemination of the background materials for the event, including the presentations of the speakers, agenda,	-	30		

WHO Country Office, Republic of Moldova

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	badges for each participant and table name tag for speakers				
10.	Stationary for each participant: pen, notebook and folder.	-	30		
11.	Simultaneous interpretation in English and Romanian, 2 interpreters	1	2 persons		
12.	TOTAL				

Please submit your offer, in local currency, to the following email: whomda@euro.who.int. Kindly ensure that all price(s) quoted do not include VAT. For additional questions or clarifications, please contact Elena Holban at: 022 83 99 64, e-mail: bratunove@who.int