



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

Date: 31 August 2016

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

Address

Potential vendors

Head office:

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 Email: contact@euro.who.int
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Our reference: CCC/MDA/ Your reference: Ref2
 Notre référence: 229 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 **15 Sept 2016**.

Purpose: Logistics and catering for Supportive Supervision in Child Health at primary health care level in Moldova, including Transnistria.

Period: 27-30 September 2016

Participants: Up to 105 persons

Venue location: 27, 28 Sept - Chisinau – Venue to be proposed
 30 Sept – Tiraspol – Hotel Russia

Supportive Supervision in Child Health at primary health care level in Moldova, including Transnistria					
Participants: Up to 70 persons					
Item	Generic Description	No. of days/ unit	Quantity	Unit price USD	Subtotal USD
27 Sept - workshop in Chisinau					
1.	Conference room: 50 participants	1	1		
2.	Welcome coffee	1	50		
3.	Coffee breaks to be served close to the meeting room (1 per day at 16:00)	1	50		
4.	Lunches within the meeting's premises	1	50		
5.	Aid tools (laptop w/connection to internet, 1 flipchart and flipchart block note)	1	1		
6.	Video projector and screen	1	1		
7.	Radio microphones for the auditoria, speakers	1	2		
8.	Still/sparkling water in 0,5l bottles	2	50		
9.	Preparation and dissemination of the background materials for the event and mission (visits to institutions) including: ✓ Agenda ✓ Table name tag for speakers	1 page -	50 4		

WHO Country Office, Republic of Moldova

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	✓Working materials	70 pages	50		
10.	Stationary for each participant: pen, notebook and folder.	-	50		
11.	Simultaneous interpretation in English or Russian (to be confirmed) and Romanian (please provide the names of the interpreters)	1	2 persons		
12.	Transportation around the city (WHO – MoH – workshop venue - WHO)	1	3 persons		
28 Sept - workshop in Chisinau					
1.	Conference room for 20 participants	1	1		
2.	Coffee breaks to be served close to the meeting room (2 per day)	1	40		
3.	Lunches within the meeting's premises	1	20		
4.	Aid tools (laptop w/connection to internet, 1 flipchart and flipchart block note)	1	1		
5.	Video projector and screen	1	1		
6.	2 radio microphones for the auditoria, speakers	1	2		
7.	Still/sparkling water in 0,5l bottles	1	40		
8.	Stationary for each participant: pen, notebook and folder, printed agenda (1 page) and questionnaires (13 pages)	1	20		
9.	Simultaneous interpretation in English or Russian (to be confirmed) and Romanian (please provide the names of the interpreters)	1	2 persons		
10.	Transportation around the city (WHO – Venue - WHO)	1	3 persons		
29, 30 Sept - Field visit and technical meeting in Tiraspol					
1.	Transportation: 1.Field visit – Chisinau-TRN-Chisinau – whole day – 29 September 2016 2.Chisinau-Tiraspol-Chisinau - Workshop, Hotel Russia – whole day – 30 September 2016	1 1	3 persons 4 persons		
2.	Conference room for 35 participants (30 September), Tiraspol	1	1		
3.	Welcome coffee	1	35		
4.	Coffee breaks to be served close to the meeting room (2 per day)	1	35		
5.	Lunch within the meeting's premises	1	35		
6.	Aid tools (laptop w/connection to internet, 1 flipchart)	1	1		
7.	Video projector and screen	1	1		
8.	Radio microphones for the auditoria, speakers	2	1		
9.	Still/sparkling water in 0,5l bottles	2	35		
10.	Stationary for each participant: pen, notebook and folder with agenda (1 page) to be printed.	1	35		
TOTAL					

Please submit your offer in USD 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 Veaceslav Ghitiu at: 022 83 99 62, e-mail: ghitiuv@who.int