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AMENDMENT 1 TO THE RFQ
RFQ/UNDP/EU-BIOFIN/57946/001/2019

Assignment Name:

Provision of Event Organizer for Bio-Economy Business Expo

Closing Date:

21 January at 17.00 (GMT+7)

Exact Address/es of Delivery Location/s (identify all, if multiple)	Bumi Serpong Damai (BSD) Mall, South Tangerang, West Java
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Refer to Annex 2 – FORM FOR SUBMITTING SUPPLIER'S QUOTATION

Item No.	Description/Specification of Goods	Quantity	UOM	Period of engagement	UOM	Unit Price	Total Price per Item
I	Professional Fee						
1	Event Manager	1	person				
2	Usher	4	person				
3	Runner	2	person				
4	Online operator	1	person				
5	Graphic designer	1	person				
6	Attendant	2	person				
7	Liaison Officer	3	person				
8	Opening/Closing Ceremony officer	2	person				
9	Video editor/animator	1	person				
II	Meals						
1	Executives (lunch only in restaurant/ separated location), Day 1	30	pax	1	day		

2	Executives (lunch only in restaurant/ separated location), Day 2	20	pax	1	day		
3	Executives (lunch only in restaurant/ separated location), Day 3	30	pax	1	day		
4	Workshop participants (snack box)	30	Pax	1	day		
5	Hackathon participants (lunch, dinner box, and coffee break), Day 2	30	Pax	1	day		
6	Hackathon participants (lunch box), Day 3	30	pax	1	day		
7	Expo participants (lunch and dinner box), Day 1 and Day 2	60	Pax	2	days		
8	Expo participants (lunch box only), Day 3	60	Pax	1	day		
III	Others						
	Total Prices of Goods¹						
	Add : Cost of Transportation						
	Add : Cost of Insurance						
	Add : Other Charges (pls. specify)						
	Total Final and All-Inclusive Price Quotation						

Amended to

Exact Address/es of Delivery Location/s (identify all, if multiple)	Gandaria City, Piazza Ground Floor, Jakarta
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¹ Pricing of goods should be consistent with the INCO Terms indicated in the RFQ

Refer to Annex 2 – FORM FOR SUBMITTING SUPPLIER'S QUOTATION

Item No.	Description/Specification of Goods	Quantity	UOM	Period of engagement	UOM	Unit Price	Total Price per Item
I	Professional Fee						
1	Team Leader	1	person				
2	Usher	4	person				
3	Runner	2	person				
4	Online operator	1	person				
5	Graphic designer	1	person				
6	Attendant	2	person				
7	Liaison Officer	3	person				
8	Opening/Closing Ceremony officer	2	person				
9	Video editor/ animator	1	person				
10	Photographers	1	person				
11	Videographers	1	person				
II	Meals						
1	Executives (lunch and dinner in restaurant/ separated location, coffee break served in the location), Day 1	30	pax	1	day		
2	Executives (lunch and dinner in restaurant/ separated location, coffee break served in the location), Day 2	20	pax	1	day		
3	Executives (lunch only in restaurant/ separated location), Day 3	30	pax	1	day		
4	Workshop participants (snack box)	30	Pax	1	day		
5	Hackathon participants (lunch, dinner box, and coffee break), Day 1 and Day 2	30	Pax	2	days		
6	Hackathon participants (lunch box), Day 3	30	pax	1	day		
7	Expo participants (lunch and dinner box), Day 1 and Day 2	60	Pax	2	days		
8	Expo participants (lunch box only), Day 3	60	Pax	1	day		
III	Venue						
1	Rent Fee	1	Ls				

IV	Equipment						
1	Event Preparation	1	Ls				
2	Event Implementation	1	Ls				
3	After the event	1	Ls				
V	Documentation						
1	Photo	1	Ls				
2	Video	1	Ls				
VI	Others						
	Total Prices of Goods²						
	Add : Cost of Transportation						
	Add : Cost of Insurance						
	Add : Other Charges (pls. specify)						
	Total Final and All-Inclusive Price Quotation						

Jakarta, 11 January 2019

² Pricing of goods should be consistent with the INCO Terms indicated in the RFQ