

## Section 5.1: Technical Proposal Form

To simplify the evaluation process and obtain maximum comparability, KWN requires that all responses to the Invitation to Tender (ITT) be organized in the manner and format below.

### 1. Bidder

Name(s) and address(es) of legal entity or entities submitting this tender	
Name of Tenderer:	
Regis. No./Unique No.	

### 2. Contact Person

Name	
Position	
Address	
Telephone	
E-mail	

### 3. Other Information

Please provide any other information, as relevant, in less than one page, such as discounts that will be provided and the ability to offer stated technical equipment. Please include the following:

- Does the Bidder provide other benefits, such as the availability of:
  - Indoor pool
  - Spa
  - Smaller meeting roomsPlease state whether these are included in the Financial Proposal or available at an additional cost.
- Payment policy
- Cancellation conditions
- Conditions for changes in the number of rooms, including: (1) whether changes are possible; (2) the number of people and rooms that may change while retaining the same cost per person and room; (3) deadlines by when such changes can be made; and (4) costs of changes, if any.
- Any additional benefits provided for free or at a discount (e.g., free use of the hall)

### 4. Signatory

Authorized Signature: \_\_\_\_\_

Name of Signatory: \_\_\_\_\_

Title of Signatory: \_\_\_\_\_

Date: \_\_\_\_\_