

Date: 27/11/2023

To: **All Bidders**

From: **International Development Law Organization, Headquarters Procurement Unit**

Subject:

Amendment No: 1

Reference is made to IDLO N_107ID-2023/TN/ITB issued on November 13, 2023 for the procurement of

4 or 5 Stars Hotel Accommodation and Conference Services within Grand Tunis, Hammamet, Gammarth, Sousse and Sfax through IDLO Tenders website.

Please find hereunder the queries received and IDLO's response to them.

1. [Hotels]

- we are open to considering multiple framework agreements with different hotels within the same region. Our primary focus is to ensure that each selected hotel meets the requirements outlined in the Invitation to bid

2. [Self-Attestation Letter]

- Each participating hotel must submit its respective self-attestation letter. Unfortunately, the absence of this crucial document will result in the non-consideration of the hotel's offer in the evaluation process.

3. [Free Cancellation]

- Upon signing the Work Order, the Service Provider acknowledges and agrees that IDLO reserves the right to modify the number of participants within a tolerance of $\pm 20\%$. Additionally, it is confirmed that there must be a Free Cancellation Policy, allowing cancellations without charge up to seven days prior to the scheduled event."

4. [Availability]

- This invitation to bid is directed towards hotels with the purpose of soliciting pricing information and confirming service availability. As per the invitation to bid, IDLO will initiate communication via email, specifying dates and days of interest.

It is essential to highlight that the framework agreement, once signed, paves the way for collaboration over a maximum period of 2 years, subject to potential amendments. After the agreement is executed, we will communicate our specific needs to the selected hotels, ensuring a seamless and flexible collaboration under the terms outlined in the framework agreement."

This letter serves to inform that Amendment No. 1 to N_107ID-2023/TN/ITB will be posted in response to questions raised by Bidders.

For your consideration while preparing your response to the above mentioned ITB. All other terms and conditions of the tender remain unchanged and remain applicable in full force.

We appreciate your continuous interest with IDLO and looking forward to receiving your valued offer.

Headquarters Procurement Unit
IDLO