

SCOPE OF SERVICE

Contractor shall provide hotel rooms venue in Colombo, Sri Lanka. Period of Performance is August 13, 2023, to August 17, 2023

Contract type will be Purchase order.

Lodging rooms shall include private bath, heating and air conditioning, and telephone, in the hotel located in Colombo, Sri Lanka. The Government shall be liable for the price of each room ordered but not used, unless the Contracting Officer gave the Contractor an oral or written cancellation no less than one day before the anticipated effective date.

Hotel Rooms

Room Category	Estimated qty of Rooms	Price per day	Estimated qty of Days	Sub-Total
Deluxe (Single)	100		04	

Hotel Rooms Requirement

- Check in: Participants will check-in on August 13, 2023, two meeting coordinators will check-in earlier, few days prior to the August 13, 2023
- Check out: Participants will check-out on August 17, 2023
- Guaranteed early check in is required. If guaranteed early check in is not available, the contractor must provide a storage room in which participants/presenters can leave their luggage under lock/key controlled by the meeting coordinators (not by the contractor).
- Full Breakfast International buffet must be included.
- Complimentary Wi-Fi for 24 hours.
- Able to provide me a summary of rooms available: total # of rooms? bed information (Queen/ King), occupancy totals for each room.