

**Invitation to Tender**  
**Booking of Accommodation and Training Hall**  
**Date of Tender Announcement: 02/06/2025**

---

Rasheed for Integrity and Transparency (Transparency International - Jordan) is a non-profit civil society organization established in 2013. As the official and sole representative of Transparency International in Jordan, Rasheed (TI-Jordan) works to strengthen the role of Jordanian citizens in anti-corruption efforts and enhance the resilience of public, private, and local governance institutions against corruption, fostering a cohesive national integrity system.

Rasheed (TI-Jordan) invites qualified venues to submit bids for the reservation of accommodation and a training hall that meets the following requirements:

**Accommodation Details:**

- **Duration: Two separate periods**
  1. **First Period:** 30 June – 5 July 2025 (6 days, 5 nights)
  2. **Second Period:** 7 July – 12 July 2025 (6 days, 5 nights)
- **Rooms Required:** 15 – 20 single rooms, including breakfast and dinner (half board)

**Training Hall Requirements:**

- **Number of Halls:** One training hall
- **Usage Duration:** Only during the first five days of each period
  - 30 June – 4 July 2025
  - 7 July – 11 July 2025
- **Daily Usage Time:** 9:00 AM to 5:30 PM
- **Capacity:** 23 people
- **Facilities Required:**
  - Projector
  - Air conditioning
  - Microphone
  - Flip chart
  - Sound system
  - Tables and chairs

**Meals and Coffee Breaks:**

- **Lunch:** Provided for 23 people over the 5 training days in each period
- **Coffee Breaks (each training day):**
  - One light coffee break
  - One rich coffee break

**Key Venue Requirements:**

- The venue must meet all specified requirements for accommodation, training hall facilities, and catering services.

**Submission Guidelines:**

- Price quotations must include all applicable taxes and specify available and unavailable services.
- Bids must be submitted in English.
- The deadline for submission of sealed bids is 16/06/2025.
- Bids can be submitted via email to [zalsukkar@rasheedti.org](mailto:zalsukkar@rasheedti.org) or delivered by hand to the Rasheed (TI-Jordan) office at:  
Al-Sweifieh, Ali Al Taher St. 22, 2nd Floor  
Telephone: 06 585 2528

For further inquiries, please contact us via the email or phone number provided above.