**Call for tenders – Conference room operator services**

**Pricing structure**

**Company name**:

|  |  |
| --- | --- |
| *Description* | *Cost (CHF)* |
| Operator cost, per day |  |
| Living expenses, per day |  |
| Hotel cost, per day |  |
| Transport cost, per event (session/meeting) |  |
| *Other costs (please specify)* |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total** |  |

*Reminder*: All costs are net of VAT and customs duty.

|  |  |
| --- | --- |
| Date and place | |
| Signature | Stamp |