

Monday, January 15, 2018

**Safa Alzain**  
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**Subject: Takafoul & Islamic Co. Group offer 50 Rooms March 2018**

Dear Ms Safa,

Thank you for your interest in Al Salam Rotana Hotel. With reference to group, please find below our proposal for the above - mentioned event for your consideration and perusal:

### **ACCOMMODATION REQUIREMENTS**

Room Reservation		Room Types	Number of Rooms	Room Rates (USD)
From	To			
11/03/2018	14/03/2018	Single Classic Room	30	290
		Club Rotana Room	15	354
		Suite	5	618

#### **Kindly note the following:**

- Above rates are quoted in US Dollars.
- Above rates are quoted per room per night
- Room rates are offered on bed and breakfast basis, with the exception to Suites and Club Rotana Rooms, which have access to the services and facilities of the Club Rotana Lounge, including buffet breakfast.
- Above rates are inclusive of 5 % service charge, 5 % residence fees and 17% VAT.
- Credit card is not acceptable method of payment in Sudan.
- Arrival & departure dates falling before or after the above mentioned dates will be subject to availability and will be charged at the daily available rate agreed upon.

#### **Airport Transfers**

Individual Guest transfers to and from Khartoum International Airport will be USD31per way per car

## **Check-in/Check-out Time**

Please note that our check-in time is 14.00 & check-out time is at 12:00 Noon. Early check-in from 9:00 onwards can be provided, however, it is subject to availability. Check-in time earlier than 9:00 should be booked from the previous day.

Check-out until 18:00 shall be subject to 50% of the total room rate.  
Check-out after 18:00 shall be subject to a one night room rate.

## **Club Rotana Benefits**

*Guests can avail of the following special services and amenities:*

- Exclusive use of the Club Rotana Lounge
- Seamless Check – In / Check Out
- Late check out until 16:00 hours, subject to room availability.
- Complimentary Club Rotana breakfast served from 07:00 to 11:10 hours in the Club Lounge
- Afternoon tea served from 15:30 to 18:00 hours
- Evening pre-dinner mock tails and canapés from 18:30 to 20:30hours
- All day beverage services for our Club Rotana guests in the lounge
- Dedicated Club Rotana team to cater to all your business requirements
- Most Modern and updated work station
- Complimentary limousine service from and to Khartoum International Airport
- Meeting room facility for 10 persons on complimentary basis for the first hour and thereafter for USD70 per hour
- VIP amenities

## **Meal Rates**

Lunch	USD 36
Dinner	
○ Friday: International Night	USD 39
○ Saturday: Silk Road Night	USD 39
○ Sunday: Arabian Delight	USD 39
○ Monday: Mediterranean Night	USD 39
○ Tuesday: Latino Night	USD 39
○ Wednesday: Seafood Night	USD 45
○ Thursday :Barbeque night	USD 39

- Above rates are quoted in US Dollars.
- Meal rates are for buffets served in Al Nuba Restaurant
- Meal rates are subject to 5% service charge and 17% VAT.
- Rates are per meal per person.

**Decision date**

Space and rooms have been booked on a tentative basis, we would appreciate receiving your confirmation by **22/01/2018** after which the hotel reserves the right to release the rooms and space & reconfirmation will be subject to availability.

**Addendum**

Ms Elzain, we hope that the above covers your requirements and provides you with an overview of our services and facilities.

Should the above meet with your satisfaction, kindly send us back this offer duly signed to indicate your preliminary approval on the above arrangements. There after a detailed agreement/contract with the agreed upon terms and conditions shall be forwarded for your review and approval.

In the mean time please do not hesitate to contact me directly for any quires that you may have.

Assuring you of our best service and prompt attention at all times and look forward to welcoming you and your guests to Al Salam Rotana Hotel

With best regards



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On behalf of  
I confirm the above is acceptable

Name:  
Position:  
Date:  
Company

Stamp: