

Warsaw, 27 listopada 2020 r.

I APPROVE
Agnieszka Ratajczak
Director of the International Cooperation Office

ANSWERS TO QUESTIONS

Applies to: Enquiry regarding estimated contract value on provision of catering services for NCBR in the building located at 40 Rue Belliard in Brussels, Belgium.

Question 1

In most cases we would like to have a continuous coffee and tea available for the participants during the whole event. But as it comes to the staff effort on your side indeed we can agree some time slots for the breaks. It will differ according to the duration of a given event. For the small events it would be enough to prepare before and clean afterwards. For the medium and big ones it depends on the duration and starting time. They will usually start between 9 and 10.30 and welcome coffee should be served half an hour before the start, subsequent breaks would be planned every 1h30-2h – 20min to 30 min for coffee and usually 1h for lunch. Closing cocktail will not always be foreseen. Wine is not included.

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