

Preferred Rate for SWID Bangladesh for 23rd Conference of Asian Federation on intellectual Disabilities (AFID)

Greetings from Radisson BLU Dhaka Water Garden!

Preferred Corporate Rates

Based on your past patronage and future business potentialities, we would like to offer the following Preferred Corporate Rate to facilitate you and your upcoming guests at Radisson BLU Dhaka Water Garden. The 2017 Room Rates along with other facilities are given below for your kind consideration and reference.

Corporate Preferred Rate 2017			
Room Type	Published Rate 2017	Corporate Preferred Rate (SINGLE)	Corporate Preferred Rate (DOUBLE)
Deluxe	US\$ 450.00++ per night	US\$ 215.00++ per night	US\$ 235.00++ per night
Atrium	US\$ 495.00++ per night	US\$ 240.00++ per night	US\$ 260.00++ per night
Business Class	US\$ 600.00++ per night	US\$ 305.00++ per night	US\$ 370.00++ per night
Executive Suite	US\$ 1,200.00++ per night	US\$ 545.00++ per night	US\$ 610.00++ per night

The above rates are Non-Commissionable and are subject to 10% Service Charge and 15% VAT (Calculated on a compound basis and actual Service Charge and VAT is 26.50%). If for any reason the government duty structure changes and or the government impose additional supplementary duties / taxes on hotel services then the new structure will be applicable with the quoted rates.

The rates quoted above include the following facilities for the DELUXE and ATRIUM Category rooms:

- Buffet Breakfast per room per night at Water Garden Brasserie (WGB).
- Use of internet facilities at the rooms and public areas
- Use of Health Club facilities (Except Spa)
- Tea/Coffee making facilities at the rooms
- One (1) liter mineral water (local) in the room

The rates quoted above include the following facilities for the BUSINESS CLASS ROOMS and EXECUTIVE SUITES:

- Breakfast at the Business Class Lounge (Guest Only)/WGB Buffet Breakfast
- Laundry/Dry Cleaning (Max. 4 Pcs. per Room per Night) [Except Express Laundry]
- Airport Transfer
- Access to Business Class Lounge
- All day refreshment in the Business Class Lounge (Guest Only)
- Evening Canapés & Drinks at the Business Class Lounge (Guest Only)
- Local Calls and faxes from Business Class Lounge
- Local English news paper in room
- use of internet facilities at the rooms/suites and public areas
- use of Health Club facilities (Except Spa)
- International newspaper in Business Class Lounge

Extra Person and Extra bed

Deluxe /Atrium room

- USD 20++ per person will be charged for the second person as breakfast charge
- USD 45++ per person will be charged for the third adult person for one extra bed including breakfast.

Business class room/Executive Suite

- USD 25++ per person for will be charged for the extra bed.
- USD 65++ per person for the Business class facilities.

Meeting/Conferences/Social Events

Ideal for gatherings both large and small, the Radisson BLU Dhaka Water Garden offers impressive event facilities covering more than 3,000 square meters of flexible meeting space. Impress your guests by holding a gala banquet or wedding reception in the nearly 990-square-meter Grand Ballroom, or choose the Utshab Banquet Hall for an important product launch.

Hall name	Square Feet	Set up-wise accommodation (BQT)	
		Theatre Style	Round Table
Grand Ball Room(Level-1)	11,252	1000	500
Antara (Front half of Grand Ball Room)	5,326	300	150
Lohori (Rear half of Grand Ball Room)	5,982	350	200
Utshab(Ground Level)	9,547	700	320
Mahua(Level-2)	574	35	30
Malika (Level-2)	1,092	70	50
Madhabi (Level-2)	832	60	40

General Terms and Conditions

- All the rates quoted are subject to 10% Service Charge and 15% VAT (Calculated on a compound basis and actual Service Charge and VAT is 26.50%). If for any reason the government duty structure changes and or the government impose additional supplementary duties / taxes on hotel services then the new structure will be applicable with the quoted rates.
- All the rates quoted above are **Non-Commissionable** even when the reservation is made by the nominated Travel Agent of the Preferred Corporate Client.
- All the rates quoted above are single and double occupancy basis. Maximum number of adults allowed in a room / suite is three persons.
- The Preferred Corporate Client will make an advance reservation with the hotel and the hotel will confirm the reservation subject to availability. If for any reason, the requested room category is not available, the hotel will offer alternative category of rooms/suites and the rate will be applicable for that respective category of rooms/suites.
- The hotel will send reservation confirmation to the client upon receipt of reservation request in writing. However, smoking / non-smoking preferences and bed type preferences cannot be confirmed during reservation confirmation. During the time of check-in, the hotel will make all the endeavors to allocate rooms as per preference but this will be Subject to Availability.
- The hotel strongly recommends that all the reservations should be guaranteed by credit cards. If the hotel has Credit Arrangement with the Preferred Corporate Client, a letter signed by an authorized official of the Preferred Corporate Client with payment instructions will serve the purpose as guarantee.
- Payment of all amounts by Preferred Corporate Client to the Hotel shall be in Bangladesh Taka with the currency conversion rate of the hotel. This conversion rate may change without prior notice.
- It is highly recommended that the respective Account Manager of the hotel should be copied all correspondences in connection to room reservation at Radisson BLU Dhaka Water Garden.
- This proposal, the information it contains and the information hereto or hereafter exchanged between the parties relating to this proposal, are confidential. The Preferred Corporate Client and the Hotel shall not, without the prior written consent of the other, disclose any of such information to any person outside of either party's organization.

- **Reservation:** All the booking request must be communicated to the reservation in writing with a copy to account manager either email, letter or facsimile. Reservation request should contain the guest name, passport copy of the guest, check in/out time & date, specific payment mode. Booking should be guaranteed by the guest's credit card. Reservation Contact: reservations.dhaka@radisson.com or **+88029834554**
 - During Check-In time, credit card pre authorization will be taken by the Front Office of the respective guest. In case of cash payment, full cash payment must be made during Check-In time. Guests will settle the entire bill by cash or credit cards during the time of Check-Out.
 - **Credit policy:** This proposal does not extend credit facility to any client. In case of company payment upon/after check out, company will require to sign a credit agreement with Hotel authority at least 7 working days prior to the guest arrival date. To complete the credit agreement, client will provide all necessary information and documents to the credit department of the hotel and the credit department will come up with the final decision of allowing the credit and the credit limit. Credit department of the hotel reserves the sole authority to make decision on credit approval.
- **Cancellation policy on Room Reservation:**
 1. In case of a cancellation of Frequent individual traveler room reservation less than 48 hours prior to arrival, charges equal to one room night will be applicable.
 2. Group reservation (10 rooms or above) cancellation policy will vary from FIT (frequent individual traveler)
- **Check-in and Check-out time**
 1. Our standard Check-In time is 1400 hours and standard Check-Out time is 1200 hours. For guests that arrive prior to 1400 hours, the hotel will make all the endeavors to provide the room. However, in order to have guaranteed room availability for Check-In prior to 1400 hours, the room must be pre-booked from the previous night. In this case, one night's additional room charge will apply.
 2. Guests Checking-Out after 1800 hours, full room charge will be applicable (Subject to availability).
 - **Late Check-out:** Late check-out will be determined subject to availability.
 - **Early Departures:** If the guest wants to check-out one day early, that one day bill will be charged with the total bill.
 - **No Show policy:** One night's room charge will be applicable for No Shows unless hotel receives cancellation notice in writing 24 hours before the guest arrival by the guest or the organization concerned.

Validity:

This offer shall be valid from January 01, 2017 till 31st December, 2017. Hotel reserves the right to discontinue this agreement any time by giving 1(one) month prior written notice.

Acceptance:

After reviewing the Preferred Corporate Agreement of 2017, please sign in token of your acceptance of the above rates and general terms and conditions. *Alternatively you can send us a confirmation mail so that we can load your rate against your company profile.* We look forward welcome your guests and assuring you of our best possible services true to the Radisson standard all over the world.

Best Regards,

Md. Shamim Hossain
Sales Executive
Radisson BLU Dhaka Water Garden
Email: mshossain@radisson.com
Cell: +8801730089179

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