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| **APPENDIX 3 – MEETING PACKAGES**  **(as described under section B of the Tender File)**  **Please complete all cells framed in red** | | |
| **MEETING ROOM PACKAGES – (PRICES IN EUROS)** | | |
| **Helsinki** | | |
| **Meeting room packages** | **Price excluding VAT ▼**  **(Per Half Day)** | **Price excluding VAT▼ (Per Whole Day)** |
| **Meeting room up to 10 persons** |  |  |
| **Meeting room 10-50 persons** |  |  |
| **Meeting room 50 -100 persons** |  |  |
| **Event supervisor (per person)** |  |  |
| **Conference technician (per person)** |  |  |
| **Desktop Computer Rental (per item)** |  |  |
| **Printer Rental (per item)** |  |  |
| **Projector / Beamer (per item)** |  |  |
| **Lap-top (per item)** |  |  |
| **Microphone / Amplifier (per item)** |  |  |
| **Event Host / Hostess (per person / per hour)** |  |  |

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| **MEETING ROOM PACKAGES – (PRICES IN EUROS)** | | |
| **Kupio** | | |
| **Meeting room packages** | **Price excluding VAT ▼**  **(Per Half Day)** | **Price excluding VAT▼ (Per Whole Day)** |
| **Meeting room up to 10 persons** |  |  |
| **Meeting room 10-50 persons** |  |  |
| **Meeting room 50 -100 persons** |  |  |
| **Event supervisor (per person)** |  |  |
| **Conference technician (per person)** |  |  |
| **Desktop Computer Rental (per item)** |  |  |
| **Printer Rental (per item)** |  |  |
| **Projector / Beamer (per item)** |  |  |
| **Lap-top (per item)** |  |  |
| **Microphone / Amplifier (per item)** |  |  |
| **Event Host / Hostess (per person / per hour)** |  |  |

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| **MEETING ROOM PACKAGES – (PRICES IN EUROS)** | | |
| **Oulu** | | |
| **Meeting room packages** | **Price excluding VAT ▼**  **(Per Half Day)** | **Price excluding VAT▼ (Per Whole Day)** |
| **Meeting room up to 10 persons** |  |  |
| **Meeting room 10-50 persons** |  |  |
| **Meeting room 50 -100 persons** |  |  |
| **Event supervisor (per person)** |  |  |
| **Conference technician (per person)** |  |  |
| **Desktop Computer Rental (per item)** |  |  |
| **Printer Rental (per item)** |  |  |
| **Projector / Beamer (per item)** |  |  |
| **Lap-top (per item)** |  |  |
| **Microphone / Amplifier (per item)** |  |  |
| **Event Host / Hostess (per person / per hour)** |  |  |

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| **MEETING ROOM PACKAGES – (PRICES IN EUROS)** | | |
| **Tampere** | | |
| **Meeting room packages** | **Price excluding VAT ▼**  **(Per Half Day)** | **Price excluding VAT▼ (Per Whole Day)** |
| **Meeting room up to 10 persons** |  |  |
| **Meeting room 10-50 persons** |  |  |
| **Meeting room 50 -100 persons** |  |  |
| **Event supervisor (per person)** |  |  |
| **Conference technician (per person)** |  |  |
| **Desktop Computer Rental (per item)** |  |  |
| **Printer Rental (per item)** |  |  |
| **Projector / Beamer (per item)** |  |  |
| **Lap-top (per item)** |  |  |

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| **MEETING ROOM PACKAGES – (PRICES IN EUROS)** | | |
| **Turku** | | |
| **Meeting room packages** | **Price excluding VAT ▼**  **(Per Half Day)** | **Price excluding VAT▼ (Per Whole Day)** |
| **Meeting room up to 10 persons** |  |  |
| **Meeting room 10-50 persons** |  |  |
| **Meeting room 50 -100 persons** |  |  |
| **Event supervisor (per person)** |  |  |
| **Conference technician (per person)** |  |  |
| **Desktop Computer Rental (per item)** |  |  |
| **Printer Rental (per item)** |  |  |
| **Projector / Beamer (per item)** |  |  |
| **Lap-top (per item)** |  |  |

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| **Item** | **Price per Item (excluding VAT) ▼** |
| **Handling fee** |  |
| **Microphone / Amplifier (per item)** |  |
| **Event Host / Hostess (per person / per hour** |  |
| **Other technical / logistical services (provide examples – not compulsory)** |  |