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| **REQUEST FOR QUOTATION (RFQ)** | | Supplier’s Stamp/Signature: |
| Closing Date | : **10** **September 2025** |
| Email Submission | : **box8@belts.com.bn** |
| BELTS Ref | : **BELTS/HC/RFQ/01/2025** |
| Date of Submission | : Click here to enter text. |
| Supplier/Quote Ref | : Click here to enter text. |

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| Company Name | **Click here to enter text.** |
| Address | **Click here to enter text.** |
| Phone | Office: **Click here to enter text.** Mobile: **Click here to enter text.** |

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| **No.** | **Item Description** | **Delivery Period** | **Qty/UoM** | | **Unit Price** | | **Total Price** |
| **1** | **Leadership Training Program**  We are seeking a quotation for the delivery of a Leadership Training Program tailored for Senior and Middle management levels and Supervisory Level.   1. **1. Purpose:**   This Request for Quotation (RFQ) aims to identify qualified training providers capable of delivering impactful leadership training and mentoring programs. The program should equip participants with practical tools and frameworks to enhance organizational performance, build high-performing teams, and foster leadership excellence across different management levels.   1. **Target Audience:** 2. Senior Management – Strategists and decision-makers who drive long-term organizational growth and transformation. 3. Middle Management – Departmental or functional leaders responsible for translating strategy into operations. 4. Supervisory Level – First-line leaders managing day-to-day team execution and employee engagement. 5. **Leadership Training Focus Areas:**   The training should cover, but not be limited to, the following competency:   * 1. Strategic Planning & Execution  1. Performance Management & Accountability 2. Critical Thinking & Problem Solving 3. Emotional Intelligence (EQ) & Self-Awareness 4. Team Leadership & Motivation 5. Effective Communication & Conflict Resolution 6. Change Management 7. Corporate Governance & Ethical Leadership 8. **Quotation Requirements:**   Please include the following in your submission:   1. Detailed training modules and estimated duration per level. 2. Training methodology (e.g. workshops, simulations, coaching, case studies). 3. Trainer profiles and credentials (e.g. certifications, leadership/coaching experience). 4. Tentative training schedule and location (virtual/physical). 5. Itemized cost breakdown (by level and overall). 6. Value-added components (e.g. certification, post-training assessments, coaching). 7. **Vendor Requirements**  * Registered training provider with valid business license. * Proven track record in delivering leadership or management development programs. * Demonstrated ability to align content with organizational needs. * Compliance with confidentiality and data protection requirements.   **6. Program Design Expectations**  We are seeking innovative, customized approaches to leadership development for the three levels of management. Submissions should include a proposed agenda, topic descriptions, assessments or evaluations, and measurable training objectives. Programs should provide actionable takeaways that participants can apply and local context. | **September – November 2025** | **1 LOT** | | **Click here to enter text.** | | **Click here to enter text.** | |
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| **MANDATORY**  Suppliers are to provide with the Packaging Dimension, Measurement & Weight - in Standard measurement in Meter, Feet, Inches, Cm, Mm, Kg, GM | | | | **TOTAL PRICE** | | **Click here to enter text.** | |
| Freight Term (EXW,CIF,ETC) | | | | | | **Click here to enter text.** | |
| Freight Charges (IF APPLICABLE) | | | | | | **Click here to enter text.** | |
| Any other charges please state | | | | | | **Click here to enter text.** | |
| **GRAND TOTAL** | | | | | | **Click here to enter text.** | |

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| Currency Code : | **BND** |
| Price Validity  (Minimum 9 Months) : | **Click here to enter text.** |
| Payment Terms : | **30 DAYS CREDIT** |
| Warranty : | **Click here to enter text.** |
| Mode of Delivery : | **Click here to enter text.** |
| Delivery Period : | **Click here to enter text.** |
| Country of Manufactured : | **Click here to enter text.** |
| Remarks: | **Click here to enter text.** |