

October 4, 2018

Mr. Md. Abdullah-Al Istiaque Mahmud

Project Coordinator

Nagorik Uddyog

Lalmatia, Dhaka.

Dear Sir,

It's a great pleasure to introduce **Civic Inn**, an international Business Hotel with all western features & amenities. The member of Civic Inn winning team is committed to serve you a comfortable stay, friendly environment with absolute professionalism and efficiency since 1988.

Civic Inn is situated at the prestigious Uttara-new business and commercial area in Dhaka city. Civic Inn is only 10 minutes' drive from the International Airport. Whether you're traveling for business or leisure, rely on our friendly staff to attend to your every need. To ensure your satisfaction, the feature of our hotel includes:

In Room Facilities & Services

- All our 40 rooms are fully Air-conditioned.
- Bathroom with Shower closet, Hair dyer, Hot & Cold running water with modern amenities.
- Self-Dialing Room Telephone with Local & IDD facility.
- Mini bar (Non-alcoholic) & Tea/Coffee setup in room.
- Electronic safety locker in every Guest room.
- 32" LED Color TV with Satellite Channels.
- Guest rooms are locked by electronic door lock.
- Micro Oven, Rice cooker & Gas stove (On request) in Premier Suite room.
- **Hi-speed Broadband wireless Internet from room as well as whole hotel (Wi-Fi).**
- Daily local Newspaper.
- Iron and iron board on request.

Other Facilities & Services

- Mail & Air Ticket re-confirmation service.
- 24 hours Room Service & Elevator service.
- Doctor on call.
- Same day Laundry service.
- Limousine service on rental.
- **Whole hotel are covered with firefighting system with smock detector. Security camera in every common space (floor, lobby-lounge, reception).**
- Restaurant with Continental, Chinese, Italian, Indian and Vegetarian dishes.
- Local-NWD- IDD phone call, E-mail & **Wi-Fi Internet** services.
- Fitness center (GYM).
- Conference facility for above 50 to 80 People, Party accommodation for 100 Person.
- **Full back up Stand by Generator.**
- Accept American Express, VISA and Master Cards.

Civic Inn offers **Deluxe, Deluxe Twin, Executive Deluxe** and **Premier Suite** rooms ensuring you a relaxing stay with full of comfort and facilities.

ROOM TARIFF

Corporate Room rate for your Company Guest's only.

Room Category	Room Rate	Discounted Corporate rate Nagorik Uddyog Guest
Deluxe King size bed, Room space: 240 Sft.	US \$ 100++	US \$ 50 Net
Executive Deluxe King size bed, Room space: 320 Sft.	US \$ 120++	US \$ 60 Net
Deluxe Twin 2 Single size bed, Room space: 300 Sft.	US \$ 150++	US \$ 60 Net
Premier Suite King size bed, Room space: 540 Sft. With sitting room & Kitchen facilities	US \$ 180++	US \$ 70 Net

(++) all above rates are subject to 10% Services Charge & 15% VAT.

The above offer includes following complimentary Services:

- **Buffet Breakfast** • Welcome Drink • Tea/Coffee set up in room
- Daily Local Newspaper • Airport transfer (One way) • Local call
- **Inside airport protocol service on arrival** • Flight re-confirmation
- Shoe Shine • **Wi-Fi Internet.**

Restaurant

Our Restaurant serves Continental, Indian, Thai, Chinese, Vegetarian and many other delicious cuisines from our world-class **chef**.

A verity of Continental, **Indian**, Chinese and Japanese available item served in our Breakfast upon choice of in-house Guest.

Hopefully the above description gives you an idea about service of **Civic Inn**. Please feel free to contact us or visit for further queries.

Yours Sincerely,



Helal Uddin Ahmad
 GM, **CIVIC INN**
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