

## OFFERING LETTER

NO : 067/QT/IRP/XI/2024

Bogor, December 10th, 2024

Rev 1

Dear  
Mrs Uifa

Warmest Greeting From ONE SPIRIT EO

Thank you for your interest to One Spirit as your partner for your event.

Following up on previous discussions regarding activities planned to be held by your company, we are pleased to confirm the following:

### A. DETAIL

Companies name : PT Astra Daido Steel Indonesia  
Address : Bekasi  
Phone : +62 896 8722 1054  
Email :  
Name of Event : Trekking Lemuil Ash  
Location / Venue : Swiss-Belhotel Bogor  
Date : December 14th, 2024  
Total Participants : 33 Pax (Minimum Guarantee)

### B. BUDGET

	Item	Qty	Int	Price/Unit	Total	Sub Total
<b>A. Programme</b>						Rp 11.550.000
<b>Outdoor</b>						
a	Des 14th, 2024	Trekking Entrance Ticket, Local Guide, Trekking Pole, Mineral Water, Coffee Break, Coconut, Rain Cover (in case of rain), Medical Team (Nurse).	33 Pks	1 Time	Rp 350.000	Rp 11.550.000
<b>B. Transportation</b>						Rp 1.200.000
a	Des 14th, 2024	Angkutan Pick Up Jute dari Area Parkir Jungle Land - T&B Start Trekking	3 Unit	1 Time	Rp 400.000	Rp 1.200.000
<b>C. Documentation</b>						Rp -
a	Des 14th, 2024	Photo Documentation Photographer, Softcopy by Google Drive	1 Pckg	1 Days	Rp 1.500.000	Free In Charge
<b>Total</b>						Rp 12.750.000
<b>Tax</b>						11% Rp 1.402.500
<b>Grand Total</b>						Rp 14.152.500

All Prices estimated for December 2024 and may change at any time.

### C. TERMS & CONDITIONS

- All The above rates are inclusive of government tax and service charge and non-commissionable
- The above rates are valid for the above period & event only
- The contract issued only for 1 (one) time. Any changes on the above arrangement we will issued an Amendment Letter that should be sign by both parties and all terms and condition will be remain the same as stated on contract agreement
- All changes related to the technical implementation of the event: the number of participants, the addition of services, the addition of services, changes to events and others can be coordinated with One Spirit in writing.
- Additions or changes to facilities out of agreement will be charged to additional fees in accordance with requests
- Our parties does not make any order payment without signing this offering letter.
- This contract agreement is valid duly sign by your company authorized person with an official company stamp under the signature.

### D. TERMS OF PAYMENT

1	Proof of reservation is signing this offering letter and deposit (DP) which must be done no later than 7 days before the event.	70%	Rp 9.906.750
2	Balance of payment should be settled on 3th day before the event.	30%	Rp 4.245.750
		Balance of Payment	Rp 14.152.500

- After the above period if EO has not receive the full payment / deposit from your company then EO have right to cancelled and release all arrangement and reservation. All down payment & deposit could not be refund as stated above on this point
- All payment should be settled either by cash directly to the hotel or by bank transfer to our bank account as follows:  
Bank Name : Mandiri  
Account No : 133.001.8484.493  
Account Name : PT One Spirit Asia

### E. CANCELLATION & POSTPONEMENT

- The EO have block and confirmed all reservation that you requested, therefore:
- Any cancellation should be informed to EO in written at least by 30 Days before event. After that period, all payment that has been settled could not be refund and the EO will consider the payment as cancellation fee
- Any cancellation made after 30 Days Before event will be charged at 100% from total estimation budget stated in this offering letter
- Any reduce/adjustment for total guarantee will be charged a full payment
- Please note that should any postponement occurred, it must be informed minimum of 1 month prior to the event by letter

### F. SECURITY

- The EO will take all necessary Service & care but not responsibility for damage or loss of participant belonging, during or after Event, and suggest that insurance cover be arranged for valuable items
- Any damage or loss certain item or properties caused by participant responsibility will take by personal or companies and charged according the damage o loss.

Thank you for the opportunity given to us as the organizer of your event, hopefully this offer letter will be in line with your expectations. If there are things that are unclear please contact us at the telephone number: +62 858 8882 8443 Please indicate your acceptance of this confirmation letter by signing and return a duplicate copy of this letter to us by email: [mkt.onespirit@gmail.com](mailto:mkt.onespirit@gmail.com)

We look forward to hearing from you about the good news to discuss further details.

Yours Sincerely,



Jacka Ikhlas Pratama  
One Spirit

Approved  
  
Mrs LBN

BY SIGNED THIS LETTER IT MEANS THAT YOU UNDERSTAND AND AGREE TO THE TERMS AND CONDITIONS AS CONTAINED ABOVE AND IF THERE ANY DISPUTE CONSIDERATIONS, WE KEEP ON OFFERING AND PROVISIONS ABOVE.