

## Capacity-building Training Session on Pre-commercial procurement (PCP)

### Cities training on Needs Assessment methods

#### - PRACTICAL INFORMATION -

##### VENUE

Gent City Council Room,  
Boetermarkt 1

[https://maps.google.it/maps?q=STADHUIS+botermarkt+1+gent&ie=UTF8&ei=xYuDUomTK4mVtAbZhoHgDg&ved=0CAgQ\\_AUoAg](https://maps.google.it/maps?q=STADHUIS+botermarkt+1+gent&ie=UTF8&ei=xYuDUomTK4mVtAbZhoHgDg&ved=0CAgQ_AUoAg)

##### HOW TO GET TO GHENT

###### By air

From Brussels Airport in Zaventem (Brussel Nationaal Luchthaven) it is possible to travel to Ghent by train. There are frequent direct trains to Ghent from Brussels Airport to Ghent St-Pieters station. A single fare costs around 11,40 EUR.

From Charleroi Airport, you can take the bus to Brussels Zuid/Midi station; it runs every 30 minutes and costs 13 EUR. From Zuid/Midi station you can get on the train to Ghent. There are usually three trains an hour to Ghent from Brussels.

###### By train

You can get to Ghent from Brussels by train.

###### By car

If you decide to come by car, please take into account the fact that Ghent's city centre (where the training venue is located) is a pedestrian zone, so no cars are allowed.

As for the transfer from the train station to the event venue, you can take public transport (please see: <http://goo.gl/maps/AQVYK>) or walk (approx. 30 min.)

##### WHERE TO STAY IN GENT

**Best Western Residence Cour St Georges**  
Hoogpoort 75-77, 9000 Ghent  
Tel. +32 (0)9 224 24 24 - Fax +32 (0)9 224 26 40  
<http://www.courstgeorges.be/en/index.php>  
Rooms from 95 EUR

**Hotel ibis Gent Centrum St-Baafs Kathedraal**

Limburgstraat 2, 9000 Ghent

Tel. (+32)9/2939000 - Fax (+32)9/2331000

<http://www.ibis.com/it/hotel-0961-ibis-gent-centrum-st-baafs-kathedraal/index.shtml>

Rooms from 75 EUR

**Novotel Ghent Centrum**

Goudenleeuwplein 5, Gent

Tel. (+32)9/2939002 - Fax. (+32)9/2243295

<http://www.accorhotels.com/gb/hotel-0840-novotel-gent-centrum/index.shtml>

Rooms from 75 EUR

**LUNCH**

We recommend having lunch together at **PAKHUIS**

Schuurkenstraat 4, 9000 Gent

Tel. +32(0)9/223 55 55

<http://www.pakhuis.be/en>

*For registration and further information please contact:*

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