

CANVASS FORM for TRAINING ACTIVITIES
23-02-0122

Reference:
PR# 2023-02-0201
Date: 2/10/2023

Dear Sir / Madam:

Kindly furnish us your lowest quotation (at government price) of your TRAINING FACILITY in connection with an activity our office intends to conduct. Please submit the duly filled-up canvass form in a SEALED ENVELOP addressed to THE SECRETARIAT, BAC, DSWD Field Office 02, Carig, Tuguegarao City 3 days after the date of receipt.

QTY	UNIT	DESCRIPTION	UNIT COST Inclusive of Tax	TOTAL AMOUNT Inclusive of Tax
A. USE OF CONFERENCE HALL/FACILITIES				
		VENUE: Tuguegarao City		
		Date: February 28, 2023 to March 3, 2023		
		Conference Room that can accommodate the desired number of participants, with walls for posting of workshop outputs in newsprints size 2x4m, backdrop and welcome streamer, airconditioned, with adequate lighting, with sound system and operational cassette or CD player, with at least two functioning microphones, overhead projector and screen, white board, eraser, lectern and flag		
B.FOOD Based on the End User's MENU(Please see attach menu)(Buffet)				
43	pax	February 28, 2023- PM Snacks and Dinner		
43	pax	March 1, 2023- Breakfast,AM Snacks,Lunch, PM Snacks and Dinner		
43	pax	March 2, 2023- Breakfast, AM Snacks,Lunch, PM Snacks and Dinner		
43	pax	March 3, 2023 -Breakfast, AM Snacks and Lunch,		
C.Accommodation				
35	pax	Check in Date: February 28, 2023		
		Check out Date:March 3, 2023		
		Maximum of 4 person per room,air conditioned,with adequate lightning,with toilet and bath with running water,preferably with T.V set; including provision of beddings and toiletries. No Double deck		
D. OTHER REQUIREMENTS BY THE END-USER				
		Free overflowing coffeeActual Nmber of Participants will be charge for the succeeding days.First day will be charge based on the PO.		
TOTAL APPROVED BUDGET= P 267,900.00				
PURPOSE:	Conduct of Training on Disaster response Operations monitoring and Information Center (DROMIC) Reporting Guidelines and Protocols for CY 2023 (Batch 2)			

TERMS: _____

QUOTED BY:
Name in Print _____
Signature / Date _____
Telephone No. _____
Tin no. _____
LBP Account: _____
Bus. Address _____

Very truly yours,

CELSON L. ARAO, JR.
BAC Chairperson
Director III

CANVASSED BY:

CANVASSEER

(Signature over Printed name)

ACKNOWLEDGEMENT RECEIPT

Date: _____

This is to acknowledge receipt of Request for Price Quotation with RFQ Number 23-02-0122 from the Department of Social Welfare and Development (DSWD) Field Office 02, Regional Center, Carig, Tuguegarao City, Cagayan.

Name of Company/Supplier/Bidder/Service Provider: _____

Signature over Printed Name of Representative

Date Received

Proposed Menu (Batch 2)

Date	Breakfast	AM Snack	Lunch	PM Snack	Dinner
28 Feb 2023				Bihon with barbeque Coke	Escabecheng Bangus Chicken Curry Sitaw at kalabasa guisado Rice Banana
1 March 2023	Longganisa Fried Egg Garlic Rice Coffee/soup	Spaghetti Coke	S/S fish fillet Buttered Chicken Pinakbet Rice Tropical fruits malagkit	Bananacue	Pork Adobo Fried Tilapia Mongo Rice Lecheflan
2 March 2023	Tapsilog Steamed rice Coffee/ Soup Rice	Bihon guisado coke	Sweet and sour pork Chopsuey Rice Maja blanca	Egg Sandwich coke	Pork sinagang Chicken Barbeque Chopsuey Rice Yema
3 March 2023	Daing na bangus Scrambled egg Garlic rice Coffe	Clubhouse sandwich coke	Tinolang Manok Fried Porkshop Puso ng saging Rice Tart		