

CANVASS FORM for TRAINING ACTIVITIES

23-03-0282

Reference:

PR# 2023-03-0522

Date: 3/27/23

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
<b>A. USE OF CONFERENCE HALL/FACILITIES</b>				
		<b>VENUE:</b> Santa Ana, Cagayan		
		<b>Date:</b> May 3-5,2023		
		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>B.FOOD Based on the End User's MENU( Please see attach menu)(Packed)</b>				
40	pax	May 3, 2023- AM Snacks, Lunch, PM Snacks and Dinner		
40	pax	May 4, 2023 -Breakfast, AM Snacks, Lunch, PM Snacks and Dinner		
40	pax	May 5, 2023-Breakfast, AM Snacks, Lunch and PM Snacks		
<b>C.Accommodation</b>				
40	pax	Check in Date: May 3, 2023		
		Check out Date:May 5, 2023		
		Maximum of 2-3 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		
<b>D. OTHER REQUIREMENTS BY THE END-USER</b>				
		Free overflowing coffeeActual Nmber of Participants will be charge for the succeeding days.First day will be charge based on the PO.		
<b>TOTAL APPROVED BUDGET= P170,000.00</b>				
<b>PURPOSE:</b>	conduct of the training on Revitalizing the roles and functions of the Local Government Unit (LGU) Links in the Implementation of Pantawid Pamilya at Santa Ana, Cagayan			
<b>TERMS:</b>	Very truly yours,			
<b>QUOTED BY:</b>	CELSO L. ARAO, JR. BAC Chairperson Director III			
Name in Print				
Signature / Date	CANVASSED BY:			
Telephone No.	CANVASSEER			
Tin no.	(Signature over Printed name)			
LBP Account:				
Bus. Address				

ACKNOWLEDGEMENT RECEIPT

Date: \_\_\_\_\_

This is to acknowledge receipt of Request for Price Quotation with RFQ Number 23-03-0282 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