

CANVASS FORM for TRAINING ACTIVITIES
23-04-0409

Reference:
 PR# 2023-04-0654
 Date: 20/04/2023

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: Santa Ana, Cagayan		
		Date: May 24-26, 2023		
		<i>Conference room that can accommodate the desired number of participants, with walls for posting of workshop outputs in newsprints size 2x4 m; backdrop and welcome streamer; airconditioned; with adequate lighting with sound system; with at least two functioning microphones, LCD projector and screen, whiteboard, eraser, lectern and flag.</i>		
B.FOOD Based on the End User's MENU(Please see attached menu)(Buffet)				
Batch 1				
10	pax	May 23, 2023 - Dinner		
50	pax	May 24, 2023 -AM Snacks, Lunch, PM Snacks, Dinner		
50	pax	May 25, 2023 -Breakfast, AM Snacks, Lunch, PM Snacks, Dinner		
50	pax	May 26, 2023 -Breakfast, AM Snacks, Lunch, PM Snacks		
C. ACCOMODATION				
10	pax	Check-in Date: May 23, 2023 & Check-out date: May 26,2023		
40	pax	Check-in Date: May 24, 2023 & Check-out date: May 26, 2023		
D. OTHER REQUIREMENTS BY THE END-USER				
<i>*free flowing coffee/OP PWD Friendly/Strong Wifi Connection</i>				
<i>*accommodation is subject to the actual number of participants availed such</i>				
TOTAL APPROVED BUDGET= P 249,500.00				

PURPOSE: conduct of Learning and Development Intervention on Program Management and Supervision

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

Very truly yours,

CELSO L. ARAO, JR.
 BAC Chairperson
 Director III

CANVASED BY:

CANVASSER

(Signature over Printed name)

ACKNOWLEDGEMENT RECEIPT

Date: _____

This is to acknowledge receipt of Request for Price Quotation with RFQ Number 23-04-0409 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



CONDUCT OF LDI ON PROGRAM MANAGEMENT AND SUPERVISION

MENU

Particulars	May 24, 2023	May 25, 2023	May 26, 2023
<i>Breakfast</i>		<ul style="list-style-type: none"> ● Tapsilog ● Coffee 	<ul style="list-style-type: none"> ● Bangsilog ● Coffee
<i>AM Snacks</i>	<ul style="list-style-type: none"> ● Lasagna with garlic bread ● Fruit juice 	<ul style="list-style-type: none"> ● Baked Macaroni with garlic bread ● Fruit juice 	<ul style="list-style-type: none"> ● Spaghetti with garlic bread ● Fruit juice
<i>Lunch</i>	<ul style="list-style-type: none"> ● Fish Fillet in sweet and sour sauce ● Rice ● Vegetables ● Pork Steak ● Soup ● Fruits 	<ul style="list-style-type: none"> ● Chicken Ala Patatim ● Rice ● Mix Vegetables ● Pork Chop ● Soup ● Dessert 	<ul style="list-style-type: none"> ● Pork Karahay ● Rice ● Sinigang na Isda ● Vegetables ● Soup ● Mixed fresh fruits
<i>PM Snacks</i>	<ul style="list-style-type: none"> ● Pizza ● Soda/fruit juice 	<ul style="list-style-type: none"> ● Clubhouse with fries ● Soda/fruit juice 	<ul style="list-style-type: none"> ● Ham and Cheese Burger ● Soda/fruit juice
<i>Dinner</i>	<ul style="list-style-type: none"> ● Creamy Beef with Corn and Mushroom ● Chicken adobo ● Rice ● Mixed Veggies ● Soup ● Fruit salad 	<ul style="list-style-type: none"> ● Pork Sinigang ● Beef Steak ● Fried Fish ● Fish ● Rice ● Soup ● Fruit salad 	

Prepared by:


JESUSA JOY A. CABASAG
Training Specialist II