

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Region 10, Cagayan de Oro City

September 28, 2017

CANVASS FORM

GENTLEMEN :

Please quote your lowest price(s), taxes included on the following article(s)/services listed hereunder:

Item No.	QTY.	UNIT	ARTICLE/SERVICES	Unit Price	Amount
			October 23, 2017		
	9	pax	Dinner		
	9	pax	Accommodation		
			October 24, 2017		
	30	pax	AM Snacks		
	30	pax	Lunch		
	30	pax	PM Snacks		
	30	pax	Dinner		
	21	pax	Accommodation		
			October 25, 2017		
	30	pax	Breakfast		
	30	pax	AM Snacks		
	30	pax	Lunch		
	30	pax	PM Snacks		
	30	pax	Dinner		
	21	pax	Accommodation		
			October 26, 2017		
	30	pax	Breakfast		
	30	pax	AM Snacks		
	30	pax	Lunch		
	30	pax	PM Snacks		
	30	pax	Dinner		
	21	pax	Accommodation		
			October 27, 2017		
	21	pax	Breakfast		
			with the following requirements:		
			-free use of spacious function hall with 30 persons capacity		
			-Breakfast: 3 main courses (plate-in)		
			-Lunch and Dinner: 3 main courses plus soup, with dessert/ fruits (buffet style)		
			-fruits/sweets after meal		
			-free flowing coffee		
			-air-conditioned room with triple occupancy (3 separate beds)		
			-free use of sound system and microphones		
			-free use of whiteboards and markers/pens		
			-complimentary room for the secretariat		
			-free strong internet/wifi access in the function hall for 30 laptops, printer & projector		
			-free use of LCD screen		
			-location of the hotel conducive to learning		
			-free use of electricity in the function hall		
			-free use of extension wires		

