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

October 9, 2017

CANVASS FORM

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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 17, 2017		
	48	pax	Lunch		
	48	pax	PM Snacks		
	48	pax	Dinner		
	35	pax	Accommodation		
			October 18, 2017		
	48	pax	Breakfast		
	48	pax	AM Snacks		
	48	pax	Lunch		
	48	pax	PM Snacks		
	10	pax	Dinner		
	10	pax	Accommodation		
			October 19, 2017		
	10	pax	Breakfast		
			with the following requirements:		
			-free use of spacious function hall with 40-50 persons capacity		
			-air-conditioned room with triple occupancy		
			-3 main courses plus soup (buffet style)		
			-fruits/sweets after meals		
			-free flowing coffee		
			-free use of sound system and microphones		
			-free use of whiteboards and markers/pens		
			-free wifi/internet access in the function hall can accommodate 30-40 units of laptop		
			-complimentary suite room accommodation for the secretariat		
			-free use of LCD screen and extension wires		
			-location of the hotel conducive to learning		
			-free use of electricity in the function hall		
			-free backdrop tarpaulin		
			-spacious parking area for vehicles of expected participants		
			documentary requirements:		
			1. PhilGEPS Certificate Registration		
			2. Mayor's/Business Permit		
			3. Income/Business Tax Return		
			4. Omnibus Sworn Statement		
			x-x-x-