

BUREAU OF BROADCAST SERVICES
4th Floor PIA Building
Visayas Avenue, Quezon City

CANVASS FORM

DATE: 22-Sep-22
 PR/JO NO.: 2022-09-0076

ITEM NO.	QTY	UNIT	ARTICLES	Approved Budget Contract (per unit)	UNIT COST
	1	LOT	VENUE FOR THE BBS-GAD GENDER SENSITIVITY TRAINING AND WORKSHOP IN CAGAYAN DE ORO CITY ON OCTOBER 5-8, 2022	112,000.00	
			I. BANQUET ARRANGEMENTS		
			- Complimentary use of the venue		
			- Tables & chairs Set-up for guaranteed number of persons		
			- Free flowing coffee and tea.		
			- Water Station		
			- Complimentary nuts, chips and candies for 4 days		
			- Registration set up		
			- White Board, Markers and Eraser.		
			- Papers and pencils		
			- Complimentary use of 1 projector and 1 wide screen.		
			- Use of HDMI cable/connectors		
			- Use of minimal sound system		
			- Use of extension cords		
			- Complimentary use of 2 microphones, preferably wireless microphones		
			- Waived electrical charges for basic equipment.		
			- With Wireless high speed internet access.		
			II. MEAL ARRANGEMENTS		
			Meals for:		
			- 21pax on Oct. 5-6, 2022		
			-30pax on Oct. 7, 2022		
			-65pax on Oct. 8, 2022		
			Inclusions:		
			- AM & PM Snacks		
			- Managed Buffet Lunch		
			- One round of drink		
			- Free flowing coffee or tea		
			III. ROOM ACCOMMODATION		
			- One (1) Room		
			- Complimentary Breakfast		
			- Complimentary wireless high speed internet access		
			III. OTHER REQUIREMENTS		
			- Within the vicinity of Cagayan De Oro City where the PBS BBS event's participants are located.		
			- Near Commercial establishments.		

Please submit your quotation _____ days after receipt of this forr

Very truly yours,

MARLON M. MARQUEZ
 CANVASSER

EMMANUEL CEDRIC M. ONTONG
 ACTING CHIEF, PROCUREMENT SECTION

The above price/s and /or quotation/s for the article/s you wish to purchase/repair is/are available within _____ days from the date of quotation.

 AUTHORIZED SIGNATURE

Date quoted: _____

Price valid for: _____

Terms: _____