



# Cebu Normal University

Osmeña Blvd , Cebu City,6000, Philippines

## Supply Office

Telephone No ( +63 32) 254 1452 loc 131

Email: supplyofficer@cnu.edu.ph

Website: www.cnu.edu.ph

### REQUEST FOR QUOTATION

CANVASS No. : 23-05-414  
Advertisement No. \_\_\_\_\_  
Purchase Request No. 23-05-414

Name of Supplier/Company : \_\_\_\_\_  
Company Address/Tel./Fax#: \_\_\_\_\_  
Philgeps Registration No. : \_\_\_\_\_  
BIR Tin No. : \_\_\_\_\_  
DBP Bank Account(No Bank Charge): \_\_\_\_\_

If none DBP Bank Account, Charges May Apply to Suppliers Account

#### Gentlemen:

Please quote your lowest price on the item/s listed below this page stating the shortest time of delivery and submit your quotation duly signed by your representative not later than May 23, 2023.

**DIOSDADO B. CENIZA**  
Supply Officer *(Signature)*

Item No.	Qty	Unit	ITEM & DESCRIPTION	Unit Price	Total
	1	lot	MEALS, ACCOMMODATION AND VENUE		
			3 full board conference amenities inclusive of:		
			for 38 participants (June 14-16,2023)		
			>18 rooms - Twin sharing (36 Participants)		
			>2 rooms - Single Occupancy (2 Resource Persons)		
			Check in date: June 14,2023		
			Check out date: June 16, 2023		
			38 pax x 3 days		
			>Managed Buffet breakfast & Lunch w/ one round of drink		
			>Morning & Afternoon snack w/ one round of drink		
			>Managed Buffet Dinner w/ one round of drink		
			>Free-flowing coffee		
			>Water station		
			>Free use of WIFI @ the function room		
			>STRONG internet connection Atleast 100 mbps internet speed		
			>Working Elevator for Participant's safety and convenience		
			>Use of function room for 8-12 hours with working air conditioning		
			>Provision of lobby signage		
			>Projector , Podium w/ microphones		
			>Provision of whiteboard w/ marker and eraser		
			>Registration table		
			>Extension outlets		
			>3 STAR Ratings		

#### NOTE :

1. DELIVERY PERIOD IS WITHIN \_\_\_\_\_ CALENDAR DAYS.
2. WARRANTY SHALL BE FOR A PERIOD OF SIX ( 6 ) MONTHS FOR SUPPLIES AND MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY.
3. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS.
4. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT.
5. THIS FORM SHALL BE ENCLOSED IN AN ENVELOPE AND SEALED BY THE BIDDER HIMSELF.

**After having carefully read and accepted your General Conditions, I / We quote you on the items at prices written above.**

\_\_\_\_\_  
Canvasser Signature

\_\_\_\_\_  
Printed Name / Signature of Supplier /Contractor

\_\_\_\_\_  
Date



Certification Date: 1 February 2021  
Recertification due date: 24 January 2024 For verification of the certificate please access [www.gcl-intl.com](http://www.gcl-intl.com) (Certification check and type the registration number)

**SDF-USO-206-003-01**



Registration No. 52Q18778