

LETTER ORDER					
BICOL UNIVERSITY					
Supplier :	BICOL FOOD DELIGHTS CATERING SERVICES			L.O. No. :	GDS-2025-264
Address :	P-2 Barriada, Gogon, Legazpi City			Date:	June 18, 2025
TIN:	948-634-613-00000			Mode of Procurement: Negotiated Proc. Under Small Value Procurement (Section 53.9)	
Gentlemen:					
Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery :				Delivery Term : June 21, 2025	
Date of Delivery : June 21, 2025				Payment Term : as billed	
Item No.	Unit	Description	Quantity	U/Price	TOTAL
1	Lot 1	<p>To provide catering services for the 56th Charter Day of Bicol University (2025)</p> <p>June 21, 2025 (8:00AM – 12:NN)</p> <p>AM Snacks @ BU Arcilla Bldg., (Ground Floor)</p> <p>250 pax – GASS Personnel</p> <p>100 pax– BU Officials & Guests</p> <p>50 pax – BU Marching Band & Majorettes</p> <p>25 pax – NSTP/ROTC</p> <p>• 2pcs of Sliced Chicken Cordon Bleu -Note: Change INTO 2pcs chicken galantina instead of chicken cordon bleu.</p> <p>• Creamy Tuna Carbonara</p> <p>• Garlic Bread</p> <p>• Bottled Water (350ml)</p> <p>Manner of serving: packed in a paper meal box with provided utensils and tissue</p> <p>Serving: 200g/per serving, there should be a round table for the distribution of foods.</p> <p>The table should have a table cloth with skirting and decoration.</p> <p>Lunch @ BU Arcilla Building</p> <p>250 pax – GASS Personnel/Choir (BU Arcilla Bldg., Ground Floor)</p> <p>50 pax – BU Marching Band & Majorettes (BU Arcilla Bldg., Ground Floor)</p> <p>25 pax – NSTP/ROTC (BU Arcilla Bldg., Ground Floor)</p> <p>• Steamed Rice</p> <p>• Fish Fillet (not cream dory) in lemon butter sauce</p> <p>• Chicken Afritada with potatoes, carrots and green peas</p> <p>• 1pc slice of Embutido</p> <p>• Vegetable Kare-Kare (Kalabasa, Sitaw, Pechay, Talong) with Bagoong</p> <p>• Assorted softdrink in can Manner of serving: packed in a bento box, with provided utensils and tissue</p> <p>Serving: 200g/per serving, there should be a provided table for the distribution of foods. The table should have a table cloth, with skirting and decorations.</p> <p>With free-flowing water.</p> <p>Grazing Table (To be served at the same time with Lunch)</p> <p>Table 1 – Fruits</p> <p>• Slices of watermelon</p> <p>• Slices of pineapple</p> <p>• Slices of orange</p> <p>• Slices of apple</p> <p>• Slices of mango</p> <p>• Grapes</p> <p>• Slices of cucumber</p> <p>• Other fruits in season</p> <p>Table 2 – Sweets and Other Treats</p> <p>• Cupcakes (different flavors)</p> <p>• Brownies</p> <p>• Mini donuts (different flavors)</p> <p>• Choco sticks</p> <p>• Strawberry sticks</p> <p>• Pretzels</p> <p>• Chocolate Crinkles</p> <p>• Cookies</p> <p>• Crackers (Assorted)</p> <p>• Nuts & Cashews</p> <p>• Chocolate Fountain</p> <p>Table 3- Street foods & Cured meats</p> <p>• Fish ball</p> <p>• Kikiam</p> <p>• Mini Lumpia Shanghai</p> <p>• Pork Siomai</p> <p>• Squid ball</p> <p>• Kwek-kwek</p>	1		383,125.00

	<ul style="list-style-type: none">• Hotdog balls• Dynamite• Slices of assorted ham with sauce dips• Salami• Cheese sticks• French fries• Natchos with sauce• Slices of cheese• Fresh lumpia with sauce and grated peanuts <p>Table 4- Kakanin, Breads & Pastries</p> <ul style="list-style-type: none">• Cheese Puto• Kutsinta• Pitchi-pitchi• Maja• Biko• Slices of Cassava• Mini Burger buns• Fruit pie• Waffle with butter and maple syrup• Macaroons• Mini Ensaymada's• Cheese Bread• Garlic Bread• Banana cake• Mini clubhouse sandwiches <p>Other requirements:</p> <ul style="list-style-type: none">- 1 table for each grazing table, (4 tables in total) with table cloth and skirting as well as the decoration- Wooden boards, set-up, and styling, cutleries needed for the grazing tables- With serving spoon or mini kitchen tongs for foods- With provided toothpicks for picking up the food- With provided mini paper plates (good for 400pax) <p>Lunch - 100 pax – BU Officials & Guests (BU GASS Conference, 2nd Floor)</p> <ul style="list-style-type: none">• Steamed Rice• Fish Fillet (not cream dory) in lemon butter sauce• Chicken Afritada with potatoes, carrots and green peas• 1pc slice of Embutido• Vegetable Kare-Kare (Kalabasa, Sitaw, Pechay, Talong) with Bagoong• Assorted softdrink in can <p>Manner of serving: Assisted Buffet (blue plate, with provided utensils and tissue)</p> <p>Serving: 200g/per serving, there should be a provided table for the distribution of foods.</p> <p>(1 long table for Lunch foods) - The table should have a table cloth, with skirting and decorations.</p> <p>With free-flowing water. Separate Grazing Table (To be served at the same time with Lunch)</p> <p>Long table (Grazing table)</p> <ul style="list-style-type: none">• Slices of watermelon• Slices of pineapple• Slices of orange• Slices of apple• Slices of mango• Grapes• Slices of cucumber• Other fruits in season• Cupcakes (different flavors)• Brownies• Mini donuts (different flavors)• Choco sticks• Strawberry sticks• Pretzels• Chocolate Crinkles• Cookies• Crackers (Assorted)• Nuts & Cashews• Chocolate Fountain			
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	<p>Other requirements:</p> <ul style="list-style-type: none">- 1 long grazing table for the fruits, sweets and other treats with table cloth and skirting as well as the decoration- Wooden boards, set-up, and styling, cutleries needed for the grazing tables- With serving spoon or mini kitchen tongs for foods- With provided toothpicks for picking up the food- With provided mini paper plates (good for 100pax) <p>Delivery June 21, 2025 AM Snacks-8:00 AM Lunch and Prepared Grazing Table – 10:00 AM (Theme for the Table Decorations- Rustin Bohemian Theme Note: The Place of Delivery is subject to change. The End-User will coordinate with the Supplier about this matter.</p>			
THREE HUNDRED EIGHTY-THREE THOUSAND ONE HUNDRED TWENTY-FIVE AND 00/100 PESOS ONLY				PHP 383,125.00
*** PROVISION OF CATERING SERVICES FOR THE 56TH CHARTER DAY OF BICOL UNIVERSITY 2025 ***				
<p>Service Delivery Conditions:</p> <p>1. Service provider shall provide sufficient manpower and materials needed for the delivery of goods and services;</p> <p>2. Details related to implementation shall be communicated with Dr. Ma. Julieta b. Borres, end user.</p> <p>Bicol University has approved the rate by the service provider for the supply of the goods and services in the sum of THREE HUNDRED EIGHTY-THREE THOUSAND ONE HUNDRED TWENTY-FIVE AND 00/100 PESOS ONLY (Php 383,125.00) to be known as the contract price.</p> <p>It is understood that the contract shall be complied by you on the date specified above. Terms & conditions relative to the implemetation of this contract shall be in accordance with the provisions of the Revised IRR of R.A. 9184, otherwise known as the Government Procurement Reform Act.</p> <p>Please signify your acceptance of this contract and your conformity with the terms and conditions by signing the acceptance and conformity portion of this order.</p> <div><div>Conforme:</div><div><div> Leslie Combrade LPT License No. 10054 Admin Assistant</div><div>Signature over printed name 06/18/2025 Date</div></div><div><div>Very truly yours,</div><div> CYRUS A. BARRAMEDA Vice-President for Academic Affairs</div></div></div>				
Fund Cluster : 701 Funds Available : 383,125.1		ORS/BURS No. : 02-10101-2025-07-113 Date of the ORS/BURS: 07/07/25 Amount : 383,125.00		
 KAREN I. CABALLERO Designated Budget Officer				



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SOCOTEC SCP000722Q

REPUBLIC OF THE PHILIPPINES
BICOL UNIVERSITY

Legazpi City

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☎ Telefax: (02) 921-1586



BAGONG PILIPINAS

NOTICE OF AWARD

June 17, 2025

TERESITA R. NOTA

Authorized Representative

BICOL FOOD DELIGHTS CATERING SERVICES

P-2, Barriada, Gogon, Legazpi City

Dear **Madam**:

We are happy to notify you that your quotation under the **Provision of Catering Services for the 56th Charter Day of Bicol University 2025** at the Contract Price of **Three Hundred Eighty-Three Thousand One Hundred Twenty-Five (Php383,125.00)**, undertaken through Negotiated Procurement-Small Value Procurement under Sec 53.9 of the 2016 Revised IRR of RA No. 9184, is hereby awarded to you.

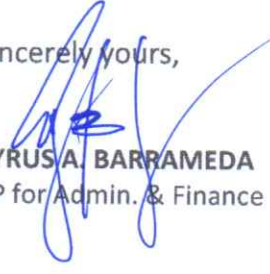
Pursuant to Section 54.5 of the 2016 Revised IRR of RA No. 9184, your company is hereby exempted from posting of performance security.

A Letter Order shall be issued at the soonest possible time.

We appreciate your interest in this opportunity, and we look forward to your satisfactory performance of your obligations under the project.

Thank you.

Sincerely yours,


CYRUS A. BARRAMEDA
VP for Admin. & Finance

Received by  Julie C. Moralde, LPT
License No. 1500540

(Signature above printed name)


(Date and Time of Receipt)

*Kindly email to sender to acknowledge receipt