



BICOL UNIVERSITY
COLLEGE OF MEDICINE
 Daraga, Albay
 Email: bucom-dean@bicol-u.edu.ph

ISO 9001: 2015
 SOCOTEC SCP000722Q



OFFICE OF THE AUDITOR
 BICOL UNIVERSITY
 2/5/25

LETTER ORDER

Bicol University – College of Medicine

Supplier:	ELJOE'S CATERING SERVICES		LO NO.	LO-CM-2025-002	
Address:	Legazpi City		Date No.	January 28, 2025	
TIN:	432-451-946-00000		Mode of Payment	By Check	
Provision of Catering Services for PAASCU Preliminary Visit on February 3-5, 2025 at BUCM Health Sciences Building					
Implementing Office:	BU COLLEGE OF MEDICINE		End-User:	DR. JERELYN ADVIENTO	
Place of Delivery:	BU COLLEGE OF MEDICINE		Delivery Term:	on stated date	
Date of Delivery:			Payment Term	as billed	
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<p>MENU</p> <p>Day 1 (Feb. 3, 2025) AM Snack / 100 pax / 10:00 AM Spaghetti, Garlic Bread and Cucumber Juice Lunch / 100 pax / 12:00 NN Corn Soup, Baby Back Ribs, Fish Fillet with Tartar Sauce, Chopsuey, Steamed Rice, Fruit in Season, Juice in Can PM Snack / 100 pax / 3:00 PM Sotanghon, Cassava Cake and Iced Tea Dinner / 40 pax / 6:00 PM Mushroom Soup, Pork Steak, Chicken Barbecue, Grilled Fish, Pinangat, Steamed Rice, Fruit in Season, Juice</p> <p>Day 2 (Feb. 4, 2025) AM Snack / 100 pax / 10:00 AM Pancit Canton, Toasted Siopao, Pink Lemonade Lunch / 100 pax / 12:00 NN Crab and Corn Soup, Beef Mushroom, Grilled Liempo, Buttered Chicken, Mixed Veggies, Steamed Rice, Fruit in Season, Juice in Can PM Snack / 100 pax / 3:00 PM Baked Macaroni, 2 pcs lumpia shanghai, blue lemonade</p> <p>Dinner / 40 pax / 6:00 PM Asparagus Soup, Pork Caldereta, Beef with Broccoli, Pinakbet, Fruit in Season, Juice, Steamed Rice</p> <p>Day 3 (Feb. 4, 2025) AM Snack / 100 pax / 10:00 AM Lasagna, Steamed Siopao and Lemonade Lunch / 100 pax / 12:00 NN Creamy Chicken Soup, Pork Binagoongan, Roasted Chicken, Fresh Lumpia, Steamed Rice, Fruit in Season, Juice in Can PM Snack / 100 pax / 3:00 PM Miki Bihon, Banana Cake and Juice</p> <p>PICA-PICA for 7 pax (to be served at PAASCU Accreditors Headquarter) Biscuits, Candies, Mixed Trail Nuts, Cookies, 3in1 Coffee, Chocolate Bar, Assorted Fruits</p> <p>Note: 1. Assisted Buffet 2. Free-flowing water and coffee 3. With tables and Chairs with cover 4. Provision of water with ice</p>	1	194,000.00	194,000.00
***ONE HUNDRED NINETY-FOUR THOUSAND AND 00/100 PESOS ONLY ***					194,000.00

Service Delivery Conditions:

1. Service provider shall provide sufficient manpower and materials needed (PLASTIC FREE: strictly no use of Styrofoam, plastic spoon and fork) for the delivery of the services;
2. Each viand (meat, fish, vegetable, chicken) should be at least 100-150 grams/serving
Rice – 1 cup regular size/serving
Snacks/sandwiches, cakes & pasta should be at least 200 grams/serving
3. The service provider should observe utmost cleanliness in providing service and ensure that there is no food waste left especially plastic packaging or containers;
4. Details related to implementation shall be communicated with **Dr. JERELYN B. ADVIENTO**, End-user

Bicol University has approved the rate by the service provider for the supply of the goods in the sum of *ONE HUNDRED NINETY-FOUR THOUSAND AND 00/100 PESOS ONLY (PHP194,000.00)* to be known as the contract price.

It is understood that the contract shall be complied by you on the date specified above: Terms & conditions relative to the implementation of this contract shall be in accordance with the provision of Revised IRR of R.A. 9184, otherwise known as the Government Procurement Reform Act.

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.

Very truly yours,

[Signature]
OFELIA SAMAR-SY, MD
Dean, BUCM

Conforme:

[Signature]
JINETH AYOULLA

(Signature over Printed Name)

01/30/25

(Date)

Funds Available: <i>[Signature]</i> AURORA L. LLAGUNO Designated Budget	ALOBS No. <i>02-102/01-2025-01-012</i> Amount: <i>194,000.-</i>	Supply Office Receipt By: Date: <input type="text"/> Time: <input type="text"/>
---	--	--



NOTICE OF AWARD

January 28, 2025

The Manager
ELJOE'S CATERING SERVICES
Legazpi City

Sir/Madam:

We are happy to notify you that your proposal under the contract "**Provision of Catering Services for PAASCU Preliminary Visit on February 3-5, 2025 at BUCM Health Sciences Building**" at the Contract Price of **One Hundred Ninety-Four Thousand and 00/100 Pesos Only (Php194,000.00)** undertaken through Negotiated Procurement-Small Value Procurement under Section 53.9 of the 2016 Revised IRR of RA 9184, is hereby awarded you.


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,


DR. OFELIA SAMAR-SY
Dean, BUCM

Received by: 
VINAYAK PYALLA
Signature above printed name

01/30/25
Date & Time of Receipt

Transaction No. **BUC1-2025-002A**



=====

NOTICE TO PROCEED

January 28, 2025

The Manager
ELJOE'S CATERING SERVICES
 Legazpi City

Sir/Madam:

The attached Contract having been approved, notice is hereby given to **ELJOE'S CATERING SERVICES** that performance on the "**Provision of Catering Services for PAASCU Preliminary Visit on February 3-5, 2025 at BUCM Health Sciences Building**", in the amount of **One Hundred Ninety-Four Thousand and 00/100 Pesos Only (Php194,000.00)** shall commence effective on the date of receipt of this Notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Contract and in accordance with the Schedule Requirements.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to Bicol University Cluster 1 BAC Office.

Sincerely yours,

[Signature]
DR. OFELIA SAMAR-SY
 Dean, BUCM

Received by: *[Signature]*
JINIEFER MADALLA

 Signature above printed name

01/30/25

 Date & Time of Receipt

Transaction No. **BUC1-2025-002A**