

LETTER ORDER
BICOL UNIVERSITY

Supplier :	BICOL FOOD DELIGHTS CATERING SERVICES	L.O. No.	GDS-2025-583
Address :	P-2, Barriada, Gogon, Legazpi City	Date:	December 11, 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 : BUCGAD Conference Room, BSBI Bldg., Bicol University, Main Campus, Legazpi City

Delivery Term : December 17-19, 2025

Date of Delivery : December 17-19, 2025

Payment Term : as billed

Item No.	Unit	Description	Quantity	U/Price	TOTAL
1	lot	<p>Provision of Food/ Catering Services for University-Wide Gender and Development (GAD) Year-end Assessment, Accomplishment Report and Planning Workshop (YAARPW) and GAD Planning and Budget at BUCGAD Conference Room, BSBI Bldg., Bicol University Main Campus on December 17-19, 2025</p> <p align="center">MENU FOR DAY 1</p> <p><u>AM Snack</u></p> <ul style="list-style-type: none"> • Pasta • Garlic Bread • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p><u>Lunch</u></p> <ul style="list-style-type: none"> • Mushroom Soup • Pork Steak • Buttered Mixed Veggies • Fish Fillet with dip • Steamed Rice • Tapioca Mango • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p><u>PM Snack</u></p> <ul style="list-style-type: none"> • Bihon • Turon • Juice in Can/ Pet Bottle or Soda in Can/Pet Bottle <p><u>Dinner</u></p> <ul style="list-style-type: none"> • Corn Soup • Chopsuey • Baby Back Ribs • Honey Chicken • Steamed Rice • Sliced Fruits • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p align="center">MENU FOR DAY 2</p> <p><u>AM Snack</u></p> <ul style="list-style-type: none"> • Pancit Guisado • Baduya • Juice in Can/ Pet Bottle or Soda in Can/Pet Bottle <p><u>Lunch</u></p> <ul style="list-style-type: none"> • Sinigang na Baboy Soup • Bicol Express • Laing • Chicken Inasal • Steamed Rice • Buko Salad • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p><u>PM Snack</u></p> <ul style="list-style-type: none"> • Sotanghon • Turon • Juice in Can/ Pet Bottle or Soda in Can/Pet Bottle <p><u>Dinner</u></p> <ul style="list-style-type: none"> • Crab and Corn Soup • Fresh Lumpia • Salt and Pepper Liempo • Escabeche • Steamed Rice • Coffee Jelly • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle 	30	1,199.00 per head/per day	107,910.00

	<p style="text-align: center;">MENU FOR DAY 3</p> <p><u>AM Snacks</u></p> <ul style="list-style-type: none"> • Baked Lasagna • Buttered Bread • Juice in Can/Pet Bottle or Soda in Can/ Pet Bottle <p><u>Lunch</u></p> <ul style="list-style-type: none"> • Beef Puchero Soup • Pinakbet • Pork Barbeque • Fish Fillet with Tartar Sauce • Steamed Rice • Mango Float • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p><u>PM Snack</u></p> <ul style="list-style-type: none"> • Clubhouse Sandwich • Fries • Juice in Can/Pet Bottle or Soda in Can/Pet Bottle <p><u>Dinner</u></p> <ul style="list-style-type: none"> • Sinigang na Hipon • Chopsuey • Beef Steak • Cordon Blue • Steamed Rice • Fruit Platter • Juice in Can/ Pet Bottle or Soda in Can/ Pet Bottle <p>NOTE: for 3 days Event</p> <ul style="list-style-type: none"> • Free Flowing Coffee and Water • Assisted Buffet • Complete Set Up of Tables & Chairs 			
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*****ONE HUNDRED SEVEN THOUSAND NINE HUNDRED TEN AND 00/100 PESOS ONLY** **PHP 107,910.00**

*****PROVISION OF FOOD /CATERING SERVICES FOR UNIVERSITY-WIDE GENDER AND DEVELOPMENT (GAD) YEAR-END ASSESSMENT, ACCOMPLISHMENT REPORT AND PLANNING WORKSHOP (YAARPW) AND GAD PLANNING AND BUDGET AT BUCGAD CONFERENCE ROOM, BSBI BLDG., BICOL UNIVERSTY, MAIN CAMPUS ON DECEMBER 17-19, 2025*****

Service Delivery Conditions:

1. Service provider shall provide sufficient manpower and materials needed for the delivery of goods and services;
2. Details related to implementation shall be communicated with Dr. Ma. Victoria M. Monte , end user.

Bicol University has approved the rate by the service provider for the supply of the goods and services in the sum of **ONE HUNDRED SEVEN THOUSAND NINE HUNDRED TEN AND 00/100 PESOS ONLY** (**PHP107,910.00**) to be known as the contract price.

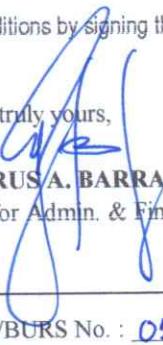
It is understood that the contract shall be complied by you on the date specified above. Terms & conditions relative to the implementation of this contract shall be in accordance with the provisions of the Revised IRR of R.A. 9184, otherwise known as the Government Procurement Reform Act.

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.

Conforme:


Teresita R. Nata
Owner/General Manager
Signature over printed name
12/16/25
Date

Very truly yours,


CYRUS A. BARRAMEDA
VP for Admin. & Finance

Fund Cluster : **F 01**
Funds Available : **₱ 107,910.00**


MARIA LADY M. LLOVIT
Designated Budget Officer

ORS/BURS No. : **02-101161-2025-12-1902**
Date of the ORS/BURS: **12/17/2025**
Amount : **₱ 107,910.00**