

**LETTER ORDER
BICOL UNIVERSITY**

Supplier :	A.V.P. CATERING SERVICES	L.O. No. :	GDS-2025-587
Address :	Imelda Roces Ave., Cabangan West, Legazpi City	Date:	December 17, 2025
TIN:	900-661-880-00000	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 : Bicol University, 2/F MP/Bonto Building, Procurement Management Office Conference Room

Delivery Term : December 18, 2025

Date of Delivery : December 18, 2025

Payment Term : as billed

Item No.	Unit	Description	Quantity	U/Price	TOTAL
1	lot	Breakfast • Garlic Fried Rice • Hotdog • Scramble Egg • Skinless Longanisa • Hot Chocolate AM Snacks • Clubhouse Sandwich • Sweet Potato Fries • Mango Juice (can/bottle 250ml) Lunch • Steamed Rice • Mushroom Soup • Pork Hamonado • Bicol Express • Beef Broccoli • Mango Tapioca • Softdrink (can/bottle-350ml) PM Snacks • Burger with Egg Sandwich • Potato Fries Buko Juice Dinner • Steamed Rice, Egg drop Soup, Buttered Chicken, Seafood Kare-Kare, Pork Barbeque, Leche Flan, Pineapple Juice (can/bottle-250ml) Note: • Free flowing brewed Coffe, Tea and Chocolate, Hot and Cold Water and Pika-Pika during duration of the Activity Mix Fruits and Mix Cookies per table for Morning and Afternoon Session Food Serving at least 200g/Serving • Manner of Serving-Assisted Buffet (Breakfast,Lunch & Dinner), Serve at the Tble (AM and PM Snack) • Breakfast to be served at 8:00, AM Snack at 10:00AM, Lunch 12NN, PM snacks at 3:00PM, Dinnert at 6:30PM • Venue: Bicol University, 2/F MP/Bonto Building, Procurement Management Office Conference Room	40pax	300.00	72,000.00
				160.00	
				600.00	
				140.00	
				600.00	

SEVENTY-TWO THOUSAND AND 00/100 PESOS ONLY **PHP 72,000.00**

PROVISION OF CATERING SERVICES FOR THE PROCUREMENT MANAGEMENT OFFICE (PRMO) AND UNIVERSITY BIDS AND AWARDS COMMITTEE (BAC) YEAR END ASSESSMENT ON DECEMBER 18, 2025

Service Delivery Conditions:

- Service provider shall provide sufficient manpower and materials needed for the delivery of goods and services;
- Details related to implementation shall be communicated with **Engr. Vincent A. Orozco**, end user.

Bicol University has approved the rate by the service provider for the supply of the goods and services in the sum of **SEVENTY-TWO THOUSAND AND 00/100 PESOS ONLY(Php72,000.00)** 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 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

Conforme: _____ Very truly yours,
 _____ **CYRUS A. BARRAMEDA**
 Signature over printed name VP for Admin. & Finance

 Date

Fund Cluster : F 05	ORS/BURS No. : 02-206441-2025-12-1010
Funds Available : ₱ 72,000.00	Date of the ORS/BURS: 12/19/2025
MARIA LADY M. LLOVIT Designated Budget Officer	Amount : ₱ 72,000.00