

LETTER ORDER
BICOL UNIVERSITY

Supplier :	ELJOE'S CATERING SERVICES	L.O. No. :	GDS-2024-667
Address :	373 , Country Homes, Bagong Sirang, Estanza, Legazpi City	Date:	26-Dec-24
TIN:	432-451-946-000	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 : January 13, 2025
Date of Delivery : January 13, 2025	Payment Term : as billed

Item No.	Unit	Description	Quantity	U/Price	Total
	1-LOT	Provision of Catering Services during the Opening Meeting on January 13, 2025 at Bulwagan, BU Student Union Center,(OSAS), Sitio Olag Bagumbayan, Daraga, Albay (120 pax) AM Snacks (9:30AM) Seafood Marinara, Garlic Bread w/ 2pcs. Garlic Sliced Bread Baquette, Juice in Can 220ml (Orange, Four Seasons, Mango) Lunch (12:00PM) Steamed Rice, Crab and Corn Soup, Grilled Tuna, Tender Pork Ribs, Fresh Lumpia, Sliced Fruits(Apple, Orange, Watermelon, Mango) PM Snacks (2:30PM) Chicken Quesidellas (3pcs), Potato Fries, Juice in Can Note: To be serve at 2nd Floor OSAS Building, Bulwagan, Must provide at least 12 round tables good for 120 persons with table skirting and 1 rectangular presidential table good for 5 persons Manner of Serving: Buffet Must coordinate with the end user for the exact date and place of the activity Free flowing coffee, tea and water Must prepare for packed snacks (PM snacks)	1		92,300.00

OFFICE OF THE AUDITOR
BICOL UNIVERSITY
LEGAZPI CITY
RECEIVED
DATE: 01-21-2025

NINETY-TWO THOUSAND THREE HUNDRED & 00/100 PESOS ONLY PHP 92,300.00

PROVISION OF CATERING SERVICES DURING THE OPENING MEETING ON JANUARY 13, 2025 AT BULWAGAN, BU STUDENT UNION CENTER, (OSAS), SITIO OLAG BAGUMBAYAN, DARAGA, ALBAY

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. REINA O. HABALO**

Bicol University has approved the rate by the service provider for the supply of the goods and services in the sum of **NINETY-TWO THOUSAND THREE HUNDRED & 00/100 PESOS ONLY (PHP92,300.00)** 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 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.

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:

Signature over printed name
Date

Very truly yours,

CYRUS A. BARRAMEDA
Vice- President for Admin. and Finance

Fund Cluster : F01 Funds Available : 92,300.00 KAREN I. CABALLERO Designated Budget Officer	ORS/BURS No. : 02-101101-2025-01-0009 Date of the ORS/BURS: 01/11/2025 Amount : 92,300.00
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