



SUPPLEMENTAL/BID BULLETIN NO. 2

Subject: Amendment of the Technical Specifications

Date: March 18, 2024
Title: IB-2024-02-03 SUPPLY & DELIVERY OF CATERING SERVICES FOR FY 2024 2ND QUARTER ACTIVITIES OF THE EASTERN VISAYAS STATE UNIVERSITY-MAIN CAMPUS
Reference No.: 10592629

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify, and/or amend items in the Bidding Documents for the above-mentioned procurement project. This shall form an integral part of the Bid Documents.

ITEM NO.	QTY	UNIT	PARTICULARS	STATEMENT OF COMPLIANCE
1			02-0026-24 GSO	
			TRAINING OF PEER FACILITATOR CIRCLE	
			April 1, 2024	
	35	PAX	LUNCH (Packed)	
			Buttered Chichken	
			Stir-Fried Vegetables	
			Grilled Fish	
			Rice	
			Mineral water	
			April 2, 2024	
	35	PAX	LUNCH (Packed)	
			Beef Steak	
			Fish Fillet	
			Chopsuey	
			Rice	
			Mineral water	
2			02-0220-24 UQAAC	
			INTERNAL ACCREDITATION SURVEY VISIT	
			April 1, 2024	
	60	PAX	AM Snack (Packed)	
			Cheese burger w/ Chips	
			Soda Drink	
	60	PAX	LUNCH (Packed)	
			Beef Caldereta	
			Fried/ Buttered Chicken	
			Chop Suey	
			Rice	
			Mango float	
			Bottled Water	
	60	PAX	PM SNACK (Packed)	
			Baked Macaroni w/ Bread	
			Soda Drink	
			April 2, 2024	
	60	PAX	AM SNACK (Packed)	
			Baked Spaghetti w/ Bread	
			Soda Drink	
	60	PAX	LUNCH (Packed)	
			Chicken Cordon Bleu	
			Sweet and Sour Fish	
			Pancit Canton	
			Rice	





			Mango Bango
			Bottled Water
60	PAX		PM SNACK (Packed)
			Guinat-an w/ ube
			Bottled Water
			April 3, 2024
60	PAX		AM SNACK (Packed)
			Clubhouse Sandwich
			Bottled Water
60	PAX		LUNCH (Packed)
			Beef Caldereta
			Fish Fillet
			Pinangat
			Rice
			Fruit Salad
			Bottled Water
60	PAX		PM SNACK (Packed)
			Buko Pie
			Bottled Water
			AACUP ONLINE ACCREDITATION SURVEY VISIT
			April 24, 2024
80	PAX		AM Snack (Packed)
			Cheese burger w/ Chips
			Soda Drink
80	PAX		LUNCH (Packed)
			Grilled Fish
			Pork Adobo
			Chopseuy
			Rice
			Choco Mambo
			Bottled Water
80	PAX		PM SNACK (Packed)
			Empanada
			Soda Drink
			April 25, 2024
60	PAX		AM SNACK (Packed)
			Carbonara w/ Bread
			Bottled Water
60	PAX		LUNCH (Packed)
			Chicken Cordon Bleu
			Sweet and Sour Fish
			Pancit Canton
			Rice
			Mango float
			Bottled Water
60	PAX		PM SNACK (Packed)
			Guinat-an w/ ube
			Bottled Water
			April 26, 2024
80	PAX		AM SNACK (Packed)
			Cassava Cake
			Soda drink
80	PAX		LUNCH (Packed)
			Grilled Fish
			Buttered Chicken
			Fresh Lumpia
			Rice
			Buko Pandan Salad
			Bottled Water





	80	PAX	PM SNACK (Packed)
			Mixed kakanin
			Buko Juice
3			02-0237-24 ITSO
			BASIC ORIENTATION ON INTELLECTUAL PROPERTIES (IP FOUNDATION COURSE)
			April 22, 2024
	25	PAX	LUNCH (Packed)
			Fried Chicken
			Sweet and Sour Fish
			Chopsuey
			Rice
			Fruit Salad
			Brownies
			Purified Water
	25	PAX	PM SNACK (Packed)
			Clubhouse Sandwich
			Juice
			April 23, 2024
	25	PAX	LUNCH (Packed)
			Chicken Inasal
			Grilled Fish
			Pinakbet
			Rice
			Chocko Cupcake
			Soda
			Purified Water
	25	PAX	PM SNACK (Packed)
			Pancit Palabok with Bread
			Ice Tea
			April 24, 2024
	25	PAX	LUNCH (Packed)
			Shanghai Rolls
			Fish Sinigang
			Vegetable Okoy
			Rice
			Banana with Sago
			Brownies
			Purified Water
	25	PAX	PM SNACK (Packed)
			Pancit Bihon Guisado with Bread
			Cucumber Juice
			April 25, 2024
	25	PAX	LUNCH (Packed)
			Beef Caldereta
			Fish Fillet in Tartar Sauce
			Mixed Vegetables
			Rice
			Fruit Salad
			Soda
			Purified Water
	25	PAX	PM SNACK (Packed)
			Chicken Sandwich (with slice cheese)
			Cucumber Juice
4			02-0191-24 SASO
			MOS/MOC Search Committee Meeting
			April 5, 2024
	20	PAX	AM Snack (Packed)
			Pineapple Pie w/ drinks





			SEARCH FOR MOST OUTSTANDING STUDENT, ORGANIZATION, LEADER AND ADVISER-PHASE 1 (Evaluation of Pertinent Documents)
			May 6, 2024
25	PAX		AM SNACK (Packed) Pineapple Pie w/ drinks
25	PAX		LUNCH (Packed) fried chicken & tuna grilled fish Veggies Rice Dessert Drinks
25	PAX		PM SNACK (Packed) Pancit Canton w/ sliced Bread & C2 Apple
			May 7, 2024
25	PAX		AM SNACK (Packed) Corned beef Pasta W/ DRINKS
25	PAX		LUNCH (Packed) Bangus fried Fish & Bicol Express Veggies Rice Dessert Drinks
25	PAX		PM SNACK (Packed) Baked Macaroni w/ sliced Bread & C2 Apple
			SEARCH FOR MOST OUTSTANDING STUDENT, ORGANIZATION, LEADER AND ADVISER-PHASE 2 (Talent Presentation and Question and Answer Portion)
			May 10, 2024
35	PAX		LUNCH (Packed) Pork Afritada & Chicken Cordon Bleu Veggies Rice Dessert Drinks
35	PAX		PM SNACK (Packed) Goldilocks Choco Cake Slice w/ in can fruit Juice
			RECOGNITION DAY 2024
			June 18, 2024
200	PAX		LUNCH (Buffet) Pork humba & Beef Steak Veggies Rice Dessert Drinks
200	PAX		DINNER (Buffet) Nilagang Baka & Chicken Cordon Bleu Veggies Rice Dessert Drinks
5			02-0239-24 GAD
			GENDER RESPONSIVE ENVIRONMENTAL DISASTER RISKS AND RESPONSE TRAINING ACTIVITIES IN COMPLIANCE WITH R.A. 10121
			April 10, 2024
50	PAX		AM Snack (Packed) Spaghetti Softdrinks





50	PAX	LUNCH (Packed)
		Rice
		Fried Fish
		Chicken Cordon Bleu
		Mixed Veggies
		Mango Bango
		Bottled water
50	PAX	PM SNACK (Packed)
		Burger, French fries
		Bottled water
April 11, 2024		
50	PAX	AM SNACK (Packed)
		Bibingka, Suman Latik
		Orange Juice with Service Water
50	PAX	LUNCH (Packed)
		Rice
		Porkchop
		Mixed Veggies (Vegetable Salad)
		Mango Bango
		Bottled water
50	PAX	PM SNACK (Packed)
		Chocolate Cake
		Bottled water
April 12, 2024		
50	PAX	AM SNACK (Packed)
		Spaghetti with Softdrinks
		Softdrinks
50	PAX	LUNCH (Packed)
		Rice
		Grilled Fish
		Mixed Veggies (Vegetable Salad)
		Mango Bango
		Bottled water
50	PAX	PM SNACK (Packed)
		Empanada, Burger
		Softdrinks
6		02-0240-24 GAD
		SEMINAR-WRITESHOP ON GAD MANUALS AND CRAFTING OF GAD PUBLICATION OF GAD ACCOMPLISHMENT REPORT
APRIL 19, 2024		
35	PAX	AM SNACK (Packed)
		Chocolate Cake and Biscuit
		Bottled Water
35	PAX	LUNCH (Packed)
		Rice
		Pork Adobo
		Lumpia Shanghai
		Veggies (Vegetable Salad)
		Mango Bango
		Bottled Water
35	PAX	PM SNACK (Packed)
		Cheese Burger and Candies
		Softdrinks
7		02-0230-24 VPRDExS
		ASSESSMENT OF SEMINAR-WORKSHOP ON THE IMPACT OF RDE PROJECTS
APRIL 16, 2024		
40	PAX	AM SNACK (Buffet)





			Buko Bread
			Mango Juice
40	PAX		LUNCH (Buffet)
			Pork Menudo
			Asian BBQ Chicken
			Sauteed Taoge
			Rice
			Fruit Gelatin
			Soda
40	PAX		PM SNACK (Buffet)
			Pacit Canton
			Mango Juice
8			02-0231-24 IMASO
			ISO 21001:2018 ORIENTATION SEMINAR
			APRIL 30, 2024
100	PAX		AM SNACK (Buffet)
			Carbonara w/ Bread
			Bottled Water
100	PAX		LUNCH (Buffet)
			Chicken Cordon Bleu
			Sweet and Sour Fish
			Mixed Vegetables
			Rice
			Mango float
			Bottled Water
100	PAX		PM SNACK (Buffet)
			Cheese burger w/ Chips
			Soda Drink
9			02-0238-24 ITSO
			CAPACITY-BUILDING ACTIVITY FOR ITS TECHNICAL STAFF
			May 2, 2024
20	PAX		LUNCH (Packed)
			Chicken Inasal
			Grilled Fish
			Pinakbet
			Rice
			Chocko Cupcake
			Soda
			Purified Water
			May 3, 2024
20	PAX		LUNCH (Packed)
			Beef Caldereta
			Fish Fillet in Tartar Sauce
			Mixed Vegetables
			Rice
			Fruit Salad
			Soda
			Purified Water
10			02-0232-24 VPRDExS
			ASSESSMENT OF MID-YEAR PERFORMANCE REVIEW
			May 7, 2024
70	PAX		AM SNACK (Buffet)
			Bam-e
			Cucumber Juice
70	PAX		LUNCH (Buffet)
			Chicken Teriyaki
			Breaded Porkchop
			Ensaladang Talong with Bagoong





			Rice
			Fruit Salad
			Purified Water
	70	PAX	PM SNACK (Buffet)
			Chicken Sandwich
			Cucumber Juice
11			02-0059-24 RESEARCH & DEVELOPMENT
			R&D PROPOSAL HEARING
			May 8, 2024
	20	PAX	AM SNACK (Packed)
			Spaghetti with garlic bread
			botled juice
	20	PAX	LUNCH (Packed)
			Pork Sweet & Sour
			Fish in Garlic Sauce
			Chop suey
			Rice
			Mango Bango
			Softdrink
	20	PAX	PM SNACK (Packed)
			Cake
			Water
			May 9, 2024
	20	PAX	AM SNACK (Packed)
			Bami with garlic bread
			botled juice
	20	PAX	LUNCH (Packed)
			Pork Steak
			Chicken Hawaiian
			Mixed Vegetables
			Rice
			Letche Plan
			Softdrink
	20	PAX	PM SNACK (Packed)
			Hamburger with potato chips
			Bottled ice tea
12			02-0058-24 RESEARCH & DEVELOPMENT
			IN-HOUSE REVIEW
			May 15, 2024
	20	PAX	AM SNACK (Packed)
			Baked macaroni with garlic bread
			botled ice tea
	20	PAX	LUNCH (Packed)
			Pork Menudo
			Grilled Fish
			Bam-e
			Rice
			Fruit Salad
			Softdrink
	20	PAX	PM SNACK (Packed)
			Clubhouse Sandwich
			Bottled juice
			May 16, 2024
	20	PAX	AM SNACK (Packed)
			siopao
			botled juice
	20	PAX	LUNCH (Packed)
			Pork Afritada
			Fried buttered chicken





			Chop suey
			Rice
			Mango bango
			Softdrink
	20	PAX	PM SNACK (Packed)
			Cake
			water
13			02-0241-24 GAD
			GENDER RESPONSIVE SEMINAR ON R.A. 11036 FOR STUDENTS, NON-TEACHING AND FACULTY MEMBERS OF THE UNIVERSITY
			May 16, 2024
	100	PAX	AM SNACK (Packed)
			Spaghetti, Bread
			Softdrinks with Service Water
	100	PAX	LUNCH (Packed)
			Pork Menudo
			Grilled Fish
			Bam-e
			Rice
			Fruit Salad
			Softdrink
	100	PAX	PM SNACK (Packed)
			Clubhouse Sandwich
			Bottled juice
14			02-0242-24 GAD
			R.A. 7610 CHILD PROTECTION POLICY SEMINAR FOR STUDENTS
			May 24, 2024
	50	PAX	AM SNACK (Packed)
			Spaghetti with Bread
			Bottled water
	50	PAX	LUNCH (Packed)
			Rice
			Fried Fish
			Chicken Cordon Bleu
			Veggies (Vegetable Salad)
			Fresh Fruit
			Bottled water
	50	PAX	PM SNACK (Packed)
			Burger, French Fries
			Bottled water
15			02-0153-24 COBE
			COBE RECOGNITION DAY
			JUNE 2024
	35	PAX	AM SNACK (Buffet)
			Chocolate cake
			Juice
	35	PAX	LUNCH (Buffet)
			Fried Chicken
			Pork adobo
			Grilled Fish
			Sauteed Kangkong
			Rice
			Mango Float
			Softdrinks
	35	PAX	PM SNACK (Buffet)
			Spaghetti with Bread
			Softdrinks





16			02-0041-24 COED-SLS
			SLS MOVING UP
			JUNE 13, 2024
	150	PAX	LUNCH (Buffet)
			BAM -I tanghon
			Guisado
			Chicken Roll
			Beef Stofado
			Spare ribs casserole
			Rice
			Softdrink (Sprite)
			Dessert (Fruit Salad)
	300	PAX	SNACK (Buffet)
			Ham & Cheese sandwich
			Assorted juice in can
17			02-0037-24 COED-SLS
			SLS SENIOR HIGH SCHOOL GRADUATION DAY
			JUNE 14, 2024
	150	PAX	LUNCH (Buffet)
			Beef Steak
			Chicken lollipop
			Embutido
			Vegetable patel
			Rice
			Softdrink (Coke)
			Dessert (Mango Float)
	250	PAX	SNACK (Buffet)
			Ham & Cheese sandwich
			Assorted juice in can
18			02-0233-24 VPRDExS
			RDE CAPABILITY TRAINING ACTIVITY
			JUNE 17, 2024
	100	PAX	AM SNACK (Buffet)
			Marble Cake
			Juice
	100	PAX	LUNCH (Buffet)
			Breaded Porkchop
			Chicken Adobo
			Sauteed String Beans
			Rice
			Black Sambo
			Softdrinls
	100	PAX	PM SNACK (Buffet)
			Suman
			Juice
			JUNE 18, 2024
	100	PAX	AM SNACK (Buffet)
			Chicken Burger
			Watermelon Juice
	100	PAX	LUNCH (Buffet)
			Pork Hamonado
			Fried Chicken
			Sauteed Cabbage with Shrimps
			Rice
			Banana Frombie
			Water
	100	PAX	PM SNACK (Buffet)
			Classic Mamon
			Watermelon Juice





19			02-0131-24 VPAA
			BACCALAUREATE MASS AND PROGRAM FOR GRADUATES, FACULTY AND GUESTS
			JUNE 18, 2024
	2400	PAX	BREAKFAST (Packed)
			Spaghetti
			Chicken
			Pizza
			Orange
			Juice
20			02-0132-24 VPAA
			102ND COMMENCEMENT EXERCISES FOR 2024
			June 19, 2024
	100	PAX	LUNCH (Buffet)
			Beef Steak
			Pork Caldereta
			Chicken Cordon Bleu
			Mixed Vegetable
			Fruit Salad
			Rice
			Softdrinks and Service Water
	100	PAX	DINNER (Buffet)
			Pork Steak
			Roast Fish
			Fried Chicken
			Pansit Bam-i
			Mango Bango
			Rice
			Iced Tea and Service Water
<p>The Caterer shall carry out the following scope of work as part of its services:</p> <p>a) Activities shall be served with at least of the following:</p> <ol style="list-style-type: none"> i. LUNCH/DINNER <ul style="list-style-type: none"> • Buffet style • Three (3) main courses • Choice of iced tea, juice, soda, and/or purified bottled/service drinking water • Dessert • Unlimited rice ii. AM/PM SNACK <ul style="list-style-type: none"> • Nutritious and savory snacks • Choice of iced tea, juice, soda, and/or purified bottled/service drinking water iii. OTHER/S: <ul style="list-style-type: none"> • Free-flowing coffee services with sugar and creamer or 3-in-1 type available throughout the training/conference duration <p>b) Observe punctuality in food delivery. The following schedule should be:</p> <ol style="list-style-type: none"> i. AM snacks : 09:30 AM - 10:00 AM ii. Lunch : 11:30 AM - 12:00 PM iii. PM Snacks : 02:30 PM - 03:00 PM iv. Dinner : 6:30 PM – 7:00 PM <p>c) Upon delivery of meals and prior to distribution of the same, the designated inspectorate, together with personnel from the Property Management Office</p>			





(PMO) and other concerned offices will inspect the meals as to the quantity and in accordance with the specification of the menu and number of participants;

- d) Provide tables for food setting up, tablecloth, skirting, food warmer, coffee maker, purified water with dispenser, bottled water for the speakers, drinking glasses, plates, cups and saucers, and other utensils including table napkins;
- e) Prepared nutritious, fairly priced, and ethnically diverse meals in the proper amount of serving in accordance with the prepared menu by the respective end users and confirmed by the Caterer;
- f) Serve warm food. No cooking is allowed in the training hall, only for re-heating purposes;
- g) Food for participants and lecturers must maintain personal hygiene in every aspect (well-groomed food handlers with hairnets, plastic clear mouth cover, clean uniform, and well-trimmed nails);
- h) Show proper manner and skills in food serving throughout the training course;
- i) Maintain cleanliness in the venue especially where food is located at all times. Practice CLAYGO (Clean-As-You-Go);
- j) Dispose of waste properly by providing garbage bags;
- k) After each training/conference completed, the Caterer is responsible for sending a billing statement complete with supporting documents to the Procuring Entity for processing of payment;
- l) The caterer must have an appropriate service vehicle to hygienically transport from the Caterer's kitchen to the training venue;
- m) Buffet/Plate/Pack in Meals will be served properly according to suitability; Liability of the caterer in case of death and injuries caused by improper food handling. It is limited only to the victims who are participants, resource persons, training staff, and other support staff. All medical expenses arising from that sickness will be borne by the Caterer;
- n) To anticipate a shortage of food especially when there is an increase in the number of speakers/observers/guests, the Procurement Unit/Office has the option to request from the Supplier that all meals served must have a buffer (extra) equivalent to five (5) heads
- o) The allowable ceiling/quotation price for one meal and two snacks must be according to the approved detailed budget estimate of the end user.
- p) Any excess/leftover food of the catering services shall be turned over to the Procuring Entity at the end of each day.
- q) The Procuring Entity reserves the right to cancel or reschedule the delivery of catering services in cases of major institutional mandate/change,





	<p>calamities, and force majeure upon formal notice to the Supplier at least three (3) days prior to the scheduled training/conference.</p> <p>r) The Procuring Entity reserves the right to substitute/reschedule trainings, and give a formal notice to the Supplier at least three (3) days prior to the schedule indicated in the Call-off.</p> <p>s) The Caterer shall provide the number of food staff as needed to carry out the services.</p> <ul style="list-style-type: none"> • Two (2) food staff for 20 – 30 number of participants • Three (3) food staff for 31 – 50 number of participants • Four (4) food staff for 51 – 60 number of participants • Five (5) food staff for 61 – 80 number of participants
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 (Name of Bidder/Company)

 (Signature Over Printed Name of Authorized Representative)

 (Designation)

 (Date)

All statements and formats referring to this clause should be amended/corrected accordingly.

For guidance and information of all concerned.

For further information, please refer to:

(SGD) VINCENT B. CABANTOC
 Head, BAC Secretariat
 CP No. 0953-355-7046 - TM
 Email Add: evsu.bacsecretariat@evsu.edu.ph

Noted:

(SGD) BENEDICTO T. MILITANTE, JR., Ph.D., J.D.
 Vice President for Administration & Finance
 Chairperson, Bids and Awards Committee

