

BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiongan, Romblon 5505 Telephone: (042) 567-5952 Email: bac@rsu.edu.ph Website: rsu.edu.ph



BID BULLETIN

Clarification No. 1

Solicitation No.: RSU-2024-02-014

TO

:

All Prospective Bidders

SUBJECT

Change/Modification of Approved Budget for the Contract, Bid Security, Checklist of Technical and Financial Documents, and Specifications in all attached/associated documents in the Philippine Bidding Documents (PBDs), Technical Specifications, and

Price Schedule, and in the Itinerary

DATE

15 March 2024

This Bid Bulletin is issued to inform all prospective bidders of the change/modification of the Approved Budget for the Contract, Bid Security, Checklist of Technical and Financial Documents, and Specifications in all attached/associated documents in the PBDs, Technical Specifications, and Price Schedule, and in the Itinerary. Please take notice of these changes.

Educational Touring Services for the College of Engineering and Technology (Civil Engineering Department) of Romblon State University (Repost) (ABC: PhP1,980,000.00)

RE: Invitation to Bid, Item 1

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TO

The Romblon State University, through Fund 164 (2024) intends to apply the sum of One Million, Thirty-Five Thousand Pesos Only (PhP1,980,000.00) being the ABC to payments under the contract for RSU-2024-02-014. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Romblon State University, through Fund 164 (2024) intends to apply the sum of One Million, Nine Hundred Eighty Thousand Pesos Only (PhP1,980,000.00) being the ABC to payments under the contract for RSU-2024-02-014. Bids received in excess of the ABC shall be automatically rejected at bid opening.

RE: Bid Data Sheet, ITB Clause 14.1

FROM

TO

The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: a. The amount of not less than PhP36,600.00 [Indicate the amount equivalent to two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or

The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: a. The amount of not less than PhP39,600.00 [Indicate the amount equivalent to two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or





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FROM







RE: Checklist of Technical and Financial Documents

TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

 (a) Valid PhilGEPS Registration Certificate (Platinum Membership)
 (all pages) in accordance with Section 8.5.2 of the IRR:

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
- (m) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and
- (n) Original copy of Bid Security.

 If in the form of a Surety
 Bond, submit also a
 certification issued by the
 Insurance Commission or
 Original copy of Notarized
 Bid Securing Declaration;
 and
- (o) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or aftersales/parts, if applicable; and
- (p) Original duly signed Omnibus Sworn Statement (OSS) <u>and</u> if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

TO TECHNICAL COMPONENT

Class "A" Documents

Legal Documents

ENVELOPE

(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; and
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration;
- and

 (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or aftersales/parts, if applicable;
- (f) Original duly signed Omnibus Sworn Statement (OSS) <u>and</u> if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder; <u>and</u>
- (g) DOT Certification as Travel Agency and Tours Operator; and





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(q) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

(r) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

FINANCIAL COMPONENT ENVELOPE

- (s) Original of duly signed accomplished Financial Bid Form; and
- (t) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (u) |For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product
- (v) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

(h) Certification from LTFRB for the validity of the franchise of the proposed operator; and

(i) Vehicles' updated/valid documents pertaining registration, insurance coverage, driver's license, assurance of roadworthiness.

Financial Documents

(j) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

(k) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

FINANCIAL COMPONENT ENVELOPE

- (1) Original of duly signed and accomplished Financial Bid Form; and
- (m) Original of duly signed accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (n) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to government participate in activities for the procurement same item or product
- (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.



BIDS AND AWARDS COMMITTEE





FROM

ITEM NO.	UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1	pax	5-Day Educational Tour Package (Batangas, Cavite, Quezon City, Bulacan, Rizal, Pampanga, and Laguna) Inclusions: 1. Three (3) DOT Accredited Air-conditioned 49 - seater tourist bus (free pick-up and drop-off at Batangas pier). 2. DOT-accredited tourist drivers and licensed tour guides. 3. Round-trip boat fare (economy accommodation) from Odiongan to Batangas – vice versa (with terminal tickets). 4. 132 students with 6 Free of Charge Faculty chaperone. 5. Hotel Accommodation (2-6 capacity per room with CR) in Metro Manila shall have: - Air-Conditioned rooms, complete with set of beddings, towels separate rooms for male and female students, 24/7 house guard, dining area, lounge for recreation, purified drinking stations, Wi-Fi, CCTV Cameras, accessible to malls and hospitals. - Individual beds with complete set of beddings, towels, and toiletries. - separate rooms for male and female students and provide beds as per standard requirements. - Separate rooms for the accompanying faculty and provide beds as per standard requirements. 6. Will provide safety kits or PPE for companies requiring it (Vest, Hard hat, face mask, Goggles, earplugs, etc.) 7. Accompanied by a nurse on 1-week tour. 8. Securing barangay/LGU permits, certificate of participation/attendance, follow-ups and confirmation of plant/company visits will be provided. In case the companies/plants are not available, then similar places will be proposed subject to the approval of the end user pursuant to pertinent CHED issuances. 9. Comprehensive insurance coverage of not less than fifty thousand pesos (PhP50,000.00) per participant. 10. Will serve full meals, subject to individual food restrictions and approval of the end user.		

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ROMBLON STATE UNIVERSITY

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- 11. A gift token will be provided for the visited company, subject to the approval of the end user.
- 12. Streamers will be provided. Design and dimension are subject to the approval of the end user.

Provision in case of occurrence of Typhoon and other fortuitous events

- If a typhoon and other fortuitous events occur **before** the educational tour schedule, the touring services may offer flexibility in the field trip itinerary, allowing for adjustments or rescheduling of activities as needed to accommodate the weather conditions to ensure the safety of everyone involved, subject to the approval of the end-user, mindful of the objectives of the Educational Tour.
- If a typhoon and other fortuitous events occur anytime during educational tours, the touring services provider should take immediate action to ensure the safety and well-being of the students and faculty. Specifically, they have to
 - Assess the severity of the typhoon and its potential impact on the safety of the students and the faculty. This includes monitoring weather reports and consulting with local authorities for updates and guidance;
 - Device alternative plans that prioritize indoor activities or locations less affected by the typhoon. This could include visits to museums, indoor educational centers, or workshops;
 - o Arrange educational workshops or presentations at the accommodation or alternative indoor venues. This can still provide valuable learning experiences related to the objectives of the tour;
 - If outdoor excursions are not possible, consider arranging virtual tours of relevant establishments or inviting guest speakers to provide insights and expertise remotely;
 - Provide essential supplies such as food, water, and first aid kits, and other necessities and hotel accommodations covered within the package offered by them; and
 - Any alternative activity shall be implemented only after the approval of the end-user, mindful



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Educational Tour. If students and faculty are stranded due to a typhoon and other fortuitous event on their way back to the University, the touring services provider should prioritize their well-being and provide necessary support. Specifically, they have to: O Provide free meals and refreshments for the duration of their stay; and Provide access to medical assistance or emergency services if needed. Note: Tour activities and dates are subject to change based on recommendations of the end-user. The final itinerary should be approved by the end-user and must adhere to existing health and safety protocols.	
TOTAL	132

ITINERARY

(Sunday)	5:00 P.M	Departure from Odiongan Port	
Day 1 (Monday)	03:00 A.M	Pick-up Batangas Pier Proceed to Ilocos Norte	
	6:00 A.M.	Breakfast / Proceed to Ilocos Norte	
	11:00 A.M	Lunch	
	1:00 P.M	Visit: Solar Power Plant (Ilocos Area)	
	5:00 P.M	Check-in to Hotel (Vigan Area)	
		Dinner	
	7:00 P.M		
Day 2 (Tuesday)	5:00 A.M	Check-out	
	6:00 A.M	Breakfast	
	8:00 A.M	Visit: Windmill Power Plant (Ilocos Area)	
	11:00 A.M	Lunch	
	1:30 P.M	Proceed to Baguio City to prepare for the next	
		plant visitation	
	5:00 P.M	Check-in to Hotel (Baguio City)	
		Dinner	
	6:00 P.M		
Day 3 (Wednesday)	6:00 A.M	Check-out	
	7:00 A.M	Breakfast	
	8:00 A.M	Visit: Hydropower Plant (Ambuklao)	
	11:00 A. M	Lunch @ Ambuklao Area, Baguio City	
	12:00 N. N	Proceed to Subic	
	4:00 P.M	Visit: Coal Power Plant (Subic Area)	
	5:00 P.M	Check-in to Hotel (Subic Area)	
	6:00 PM	Dinner	
Day 4 (Thursday)	5:00 A.M	Check-out/ Proceed to Bulacan	
	7:00 A.M	Breakfast	
	8:00 A.M	Continuation to Bulacan	





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	10:00 A.M	Visit: National Grid Corporation of the Philippines (Bulacan Area)
	12:00 N. N	Lunch
	1:00 P.M	Proceed to Metro Manila
	2:00 P.M	Visit: Electrical Laboratory Equipment (Quezon City)
	6:00 P.M	Check-in to Hotel (Metro Manila)
	7:00 PM	Dinner
Day 5 (Friday)	6:00 A.M	Breakfast at Hotel
	7:00 A.M	Check-out/ Proceed to Cavite
	9:00 A.M	Visit: Wires and Cable Manufacturing
	11:00 A.M	Lunch
	12:00 N.N	Proceed to Laguna
	4:00 P.M	Check-in to Hotel (Pansol Area, Laguna)
	6:00 PM	Dinner
	7:00 A.M	Breakfast
	8:00 A.M	Check-out / Proceed to Batangas Pier
Day 6 (Saturday)	10:00 A.M	Drop-off in Batangas Pier w/ Lunch/ Departure for Odiongan, Romblon
	5:00 P.M	Departure from Batangas Port
	2:00 A.M	Arrival at Odiongan Port

END OF TOUR

MEAL SETS

Set A		Set B	
Breakfast (packed) Fried rice, hotdog and egg		Breakfast	Fried Rice
Snacks AM	Sandwich and bottled drinks		Scrambled egg
			Danggit
Lunch -	Rice		Choices of coffee, milo and water
	Chicken Caldereta		
	Pork Caldereta	Snacks	Sandwich bottled water
	Chopsuey		
	Sago gulaman	Lunch	Packed lunch
	Ice tea tower		
		Snacks	Sandwich bottled water
Snacks PM	Sandwich bottled drinks		
		Dinner	Rice
Dinner	Rice		Beef steak with broccoli
	Creamy beef with mushroom		Chicken sotanghon
	Pork Estofado		
	Ampalaya salad		Cucumber salad
	Bottled water		Ice tea tower





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Set C

Breakfast Fried Rice

Eggs, hotdog

Choices of coffee and milo

Snacks

sandwich and bottled soda

Lunch

Rice

Chicken with garbanzos

Beef stew Coffee jelly

Choices of Ice tea tower and

bottled water

Snacks

sandwich and bottled soda

Dinner

Rice

Fried fish

Ginisang monggo Cucumber salad Choices of ice tea and

bottled water

TO

ITEM UNIT	ITEM DESCRIPTION	QTY	STATEMENT OF COMPLIANCE
1 pax	5-Day Educational Tour Package (Batangas, Cavite, Quezon City, Bulacan, Rizal, Pampanga, and Laguna) 1. PARTICIPANTS A total of 132 students with six (6) free-charge faculty chaperones *schedule is upon the advice of the end user 2. TRANSPORTATION a. Round-trip ordinary boat fare; b. DOT-accredited air-conditioned and well-sanitized (2) 49-seater capacity tourist bus and (2) 9-seater vans; c. DOT-accredited tourist drivers and one (1) licensed tour guide per bus. Note: - Provision of enough umbrellas for the whole group Should the vehicle develop any mechanical fault in transit, the tour agency must find a replacement as soon as possible - Touring agency must ensure the safety of all passengers all the time 3. ACCOMMODATION	132	



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- A quadruple room or better accommodation in the area of destination shall have:
- Air-conditioned rooms with a set of beddings, towels, and toiletries;
- Separate rooms for male and female students and provide beds as per standard requirements;
- c. 24/7 house guard, dining area, lounge for recreation, purified drinking stations, Wi-Fi, CCTV Cameras, accessible to malls and hospitals, and TV.

4. TRAVEL SAFETY

- Will provide safety kits or equipment PPEs for plants requiring it (vests, hard hats, face masks, goggles, earplugs, etc.)
- b. First aid kit for the whole group on board for each tour vehicles throughout the trip with essential medicines/over-the-counter medicines (antacid for upset stomach, headache, antihistamine for allergies, diarrhea, motion sickness, fever, pain reliever, etc.)
- c. Assist in case of health emergency through the provision of a list of emergency contact numbers.

5. TOUR COORDINATION

- a. Securing Permits/Letter of Request and Acknowledgment from LGUs, in compliance with CMO 63 s.2017, Provision of entrance fees, if necessary, Certificate of Participation/Attendance, follow-ups, and confirmation of plant/company visits will be provided, including orientation about industry practices.
- b. In case the companies/plants are not available, then similar places will be proposed subject to the approval of the end-user pursuant to pertinent CHED issuances.

6. TRAVEL INSURANCE

Comprehensive insurance coverage of not less than one hundred thousand pesos (PhP100,000.00) per participant.

7. MEALS AND BEVERAGES

Meals and beverages for all participants for the whole duration of the trip (breakfast, lunch, AM/PM snacks, and dinner)

Note:

- Must be willing to accommodate food restrictions.
- The finalized meal set/menu will be prepared by the end-user subject to the approval of the Health Services Unit.
- 8. GIVEAWAYS



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 A gift/token will be provided for the visited company, subject to the approval of the end-user.

9. TOUR SIGNAGES, BANNER, AND DOCUMENTATION

- Streamers will be provided. Design and dimension are subject to the approval of the end-user.
- b. Photo documentation

ITINERARY

- Interactive/ experiential tours and activities for the whole group (please see the attached itinerary)
- Provision in case of occurrence of Typhoon and other fortuitous events:
- If a typhoon and other fortuitous events occur before the educational tour schedule, the touring services may offer flexibility in the field trip itinerary, allowing for adjustments or rescheduling of activities as needed to accommodate the weather conditions to ensure the safety of everyone involved, subject to the approval of the end-user, mindful of the objectives of the Educational Tour.
- If a typhoon and other fortuitous events occur anytime during educational tours, the touring services provider should take immediate action to ensure the safety and well-being of the students and faculty. Specifically, they have to:
 - Assess the severity of the typhoon and its potential impact on the safety of the students and the faculty. This includes monitoring weather reports and consulting with local authorities for updates and guidance;
 - Device alternative plans that prioritize indoor activities or locations less affected by the typhoon. This could include visits to museums, indoor educational centers, or workshops;
 - Arrange educational workshops or presentations at the accommodation or alternative indoor venues. This can still provide valuable learning experiences related to the objectives of the tour;
 - If outdoor excursions are not possible, consider arranging virtual tours of relevant establishments or inviting guest speakers to provide insights and expertise remotely;
 - Provide essential supplies such as food, water, and first aid kits, and other necessities and hotel





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TOTAL	132	
 If students and faculty are stranded due to a typhoon and other fortuitous event on their way back to the University, the touring services provider should prioritize their well-being and provide necessary support. Specifically, they have to: Provide free full meals and refreshments for the duration of their stay; and Provide access to medical assistance or emergency services if needed. Notes: Tour activities and dates are subject to change based on recommendations of the end-user. The final itinerary should be approved by the end-user and must adhere to existing health and safety protocols. No single use plastic in any of the activities involved. 	132	
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ITINERARY

(Sunday) Day 1 (Monday)	5:00 P.M 3:00 A.M 6:00 A.M 12:00 N.N	Departure from Odiongan Port Arrival at Batangas Port/ Pick-up Batangas Pier Check-in Hotel in Cubao, Quezon City Breakfast Lunch
	1:00 P.M 7:00 P.M 8:00 P.M	Travel to Cavite Visit: Paint Manufacturing and Plant (Cavite Area) Dinner Travel back to the hotel
Day 2 (Tuesday)	6:00 A.M 7:00 A.M 8:00 A.M 12:00 N.N 1:00 P.M 2:00 P.M 6:00 P.M 7:00 P.M	Breakfast Travel to Bulacan Visit: Steel Manufacturing and Plant (Bulacan Area) Pack Lunch Travel to Valenzuela Visit: Equipment Supplier (Valenzuela Area) Dinner Travel back to the hotel
Day 3 (Wednesday)	6:00 A.M 7:00 A.M 9:00 A.M 12:00 N.N 1:00 P.M 2:00 P.M 7:00 P.M 8:00 P.M	Breakfast Travel to Rizal Visit: Cement Manufacturing (Rizal Area) Lunch Travel to Pampanga Visit: Colored Roofing Manufacturing (Pampanga Area) Dinner Travel back to the hotel
Day 4 (Thursday)	6:00 A.M 7:00 A.M 9:00 A.M 12:00 N.N 2:00 P.M	Breakfast Check-out Travel to Laguna Visit: Construction Company in Laguna Lunch Visit: Colored Roofing Manufacturing (Laguna Area) Dinner
Day 5 (Friday)	8:00 P.M 6:00 A.M 7:00 A.M 9:00 A.M 11:00 A.M 12:00 N.N 3:00 P.M 5:00 P.M 2:00 A.M	Check-in Hotel in Laguna Breakfast Check-out Travel to Batangas Visit: Ceramics Tiles Manufacturing (Batangas Area) Lunch Travel to Batangas Port Drop Off in Batangas Port Departure from Batangas Port Arrival at Odiongan Port
Day 6 (Saturday)		END OF TOUR





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Management System ISO 9001:2015



MEAL SETS Set A

Breakfast (choose one o

- (choose one of the following)

 Fried rice, hotdog, and egg
- Fried rice, tapa, and egg
- Fried rice, chicken, and egg

Drinks

(variety of the following)

- Coffee
- Milo
- Milk

Snacks AM Sandwich

(variety of the following)

- Ham & Egg sandwich
- Chicken sandwich
- Egg salad sandwich
- Yum burger

Drinks

(variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Lunch

Meal Inclusion (ALL):

- Rice
- Chicken Caldereta
- Pork Caldereta
- Chopsuey
- Buko Pandan
- Sago gulaman

Drinks

- Juice (variety of the following)
- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Snacks PM

Sandwich

(variety of the following)

- Ham & Egg sandwich
- Chicken sandwich
- Egg salad sandwich
- Yum burger

Drinks

(variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Dinner

Meal Inclusion (ALL):

Creamy beef with mushroom Pork Estofado

Ampalaya salad

Buko Pandan

Sago gulaman

Drinks (variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)





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Management System ISO 9001:2015



Set B

Breakfast (choos

(choose one of the following)

- Fried rice, hotdog, and egg
- Fried rice, tapa, and egg
- Fried rice, chicken, and egg

Drinks

(variety of the following)

- Coffee
- Milo
- Milk

Snacks AM Sandwich

(variety of the following)

- Ham & Egg sandwich
- Chicken sandwich
- Egg salad sandwich
- Yum burger

Drinks

(variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Lunch

Meal Inclusion (ALL):

- Rice
- Beef mushroom
- Chicken teriyaki
- Ginataang Monggo
- Buko Pandan
- Sago gulaman
- Juice (variety of the following)
- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Snacks PM

Sandwich

(variety of the following)

- Ham & Egg sandwich
- Chicken sandwich
- Egg salad sandwich
- Yum burger

Drinks

(variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

Dinner

Meal Inclusion (ALL):

Creamy beef with mushroom Pork Estofado

Ampalaya salad

Buko Pandan

Sago gulaman

Drinks (variety of the following)

- Cucumber juice
- Orange juice
- Soda (Coke, Sprite, Royal)

*Note

Meals in transit - Complete packed meal or meal in the nearby restaurant





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Management System ISO 9001:2015



Please be advised that this bid bulletin is issued to amend the Approved Budget for the Contract, Bid Security, Checklist of Technical and Financial Documents, and specifications in all attached/associated documents. This shall be an integral part of the Bid Documents.

For information and guidance of all concerned.

James G

ATTY. GLENN NIÑO M. SARTILLO

BAC Chairperson