



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII  
Corner M.J. Cuenco and Gen. Maxilom Ave., Cebu City

## REQUEST FOR QUOTATION NP- SMALL VALUE PROCUREMENT

RFQ No. : DSWD7-2025-0853

Date : June 4, 2025

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact No.: \_\_\_\_\_

PhilGEPS Registration No.: \_\_\_\_\_

### Sir/Madam:

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in Annex A. Failure to indicate information could be the basis for non-compliance. Also, kindly furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in **Annex A**, please attach in your quotation a duly notarized certification to this effect.

**Interested service providers are required to submit true copies of their valid Mayor's/Business Permit and Philgeps Registration Number upon submission of quotation. An omnibus Sworn Statement shall be required prior to award.**

Please accomplish and submit this **form** together with **Annex A** and **Bank Information** to the BAC Secretariat, DSWD Field Office VII, Cebu City or send it through facsimile numbers (032) 233-8785; 233-0261; 231-2172 local 17126 or **kalahiaf7.procurement23@gmail.com** on or before **June 9, 2025 at 1:00 PM.**

Very truly yours,

**ENGR. EMMANUEL M. EDLES**

AO V/Head, Procurement Management Section

### Terms and Conditions:

1. Award shall be made on per: ☐ item basis ☒ total quoted price ☐ lot basis

2. Quotation validity shall be not less than **60 calendar days.**

3. Good/s or Services shall be delivered **on the specific date in Annex A .**

4. Place of Delivery: **Guihulngan City, Negros Oriental**

5. Terms of Payment: **within 30 calendar days from the completion of services and receipt of Billing Statement / Sales Invoice.**

6. Liquidated Damages/Penalty: **One-tenth of one percent for everyday of delay shall be imposed.**

7. In case of discrepancy between total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail.

8. Warranty Period, if applicable: \_\_\_\_\_

**CRISMARIE S. EROJO**  
Canvasser

I am interested to quote and agree to the terms and conditions.

\_\_\_\_\_  
(Signature over Printed Name of Supplier /  
Authorized Representative)



DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT  
Field Office VII, Cebu City

Company Name: \_\_\_\_\_

RFQ No.: DSWD7-2025-0853

Company Address: \_\_\_\_\_

Date: June 4, 2025

Contact Person: \_\_\_\_\_

Contact No.: \_\_\_\_\_


PhilGEPS Registration No.: \_\_\_\_\_

Item No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<b>Provision of Catering Services (1 Meal and 2 Snacks)</b>				
1	94	pax	<b>Activity Title: Community Based-Training for Community Volunteers Government Procurement 9184 (1 day), Infrastructure (1 day) &amp; FMS (1 day)</b> <b>Date: June 16, 2025 Government Procurement - 9184 (1 day)</b>				
	78	pax	<b>Date: June 17, 2025 Infrastructure (1 day)</b>				
	94	pax	<b>Date: June 18, 2025 Financial Management Training (1 day)</b>				
2	93	pax	<b>Activity Title: Fiduciary Review cum Project Team Meeting</b> <b>Date: August 14, 2025</b>				
3	47	pax	<b>Activity Title: Operation and Maintenance Training</b> <b>Date: September 17-18, 2025</b>				
4	57	pax	<b>Activity Title: Municipal Accountability Reporting</b> <b>Date: October 16, 2025</b>				
5	45	pax	<b>Activity Title: Municipal Sustainability Planning Workshop</b> <b>Date: October 28-29, 2025</b>				
			Venue: Guihulngan, Negros Oriental Meals: Lunch (Packed) Snacks: AM & PM (Packed)  <b>Lunch Menu:</b> > Rice > 1 Main Dish: (Choices of: Beef / Pork / Chicken or Fish) > 1 Vegetable Dish > Dessert: (Choices of Fresh Tropical Fruits or Cakes or Salads) > Drinks: (Choices of: at least 500 ml Bottled Water or 330ml Bottled Natural Juice/Fresh or 240ml Canned Juice )  <b>AM / PM Snacks:</b> > Choices any of the following: (a) Sandwiches with sides ( Clubhouse or similar in size) (b) Burgers with sides (c) Pasta with toasted bread / bun (Pasta should be 1 cup) (d) Noodle Dish (e.g Pancit/Bihon) (e) Breads / Pastries - should provide appropriate portion size per serving (f) Native Kakanin - should be atleast 3 variety per serving				



Item No.	Qty	Unit	Articles / Descriptions	Statement of Compliance (State "Comply" or "Not Comply")	Bidder's Specifications	Unit Cost	Total Cost
			<p><b>Drinks:</b></p> <p>&gt; Choices of: at least 500 ml Bottled Water or 330ml Bottled Natural Juice/Fresh or 240ml Canned Juice); for native kakanin, may be paired with either hot chocolate or coffee</p> <p><b>Other Specifications:</b></p> <p>&gt; No serving of CREAMDORY fish</p> <p>&gt; No serving of BAM-E, PANSIT or BIHON (as alternate of one of the main course)</p> <p>&gt; No serving of SODA (Softdrinks), Flavored Bottled Drinks , and Powdered Juices</p> <p>&gt; All drinks delivered should be in the appropriate temperature Cold or Hot.</p> <p><b>Requirements:</b></p> <p>&gt; Food must be delivered between <b>TIME (e.g 8:00 AM to 9:00 AM) for AM snack, TIME(e.g 10:00 AM to 11:00 AM) for Lunch and TIME (e.g 2:30 PM to 3:00 PM) for PM snack.</b></p> <p>&gt; Service provider should attached MENU (with dish choices) upon submission of Request for Quotation (RFQ) for the end-user to select/choose.</p> <p>&gt; Main Dish (Meat and Chicken) should have atleast 100 grams cooked weight per serving, vegetables should be 1 cup per serving, dessert should be of proportionate serving.</p> <p>&gt; End-user should inform the service provider of the final menu at least (5) days prior to the conduct of the meeting / activity. And any changes will immediately be coordinated.</p> <p>&gt; Service provider should not make any changes on the final menu / food choices without the approval of the end-user.</p> <p>&gt; Meals should be packaged in a container (material may either be: thick paperboard, polyethylene, polystyrene, polyvinyl chloride or PVC) that is sturdy, leak and spill-proof, with partitions. Soup and dessert should be in a separate container. Provision of disposable cutleries (spoon, fork, knife) and tissue.</p> <p>&gt; Service provider must bring the Delivery Receipt, Sales Invoice or Billing Statement and Menu upon delivery to fast track the processing of payments.</p>				
			Charged to KC-PAMANA FUNDS - CEAC ACTIVITIES				
<b>Total:</b>							
Approved Budget for the Contract: <b>Php240,000.00</b>				Note: "Bidder's Specifications" column may be filled up with supplier's offer (brand, model, origin) or may copy "Articles/Description" stated if applicable.			
<b>Purpose:</b>		<b>Provision of food for the participants of the activity.</b>					

Note: Procurement procedure in accordance with DSWD-Memorandum Circular No. 2, Series of 2007.

  
**CRISMARIE S. EROJO**  
 Canvasser

\_\_\_\_\_  
 Signature of supplier/Authorized  
 Representative over printed name



Company Name: \_\_\_\_\_

**Activity Title: Community Based-  
Training for Community Volunteers  
Government Procurement – 9184**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch: Plain Rice**

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title: Community Based-  
Training for Community Volunteers  
Infrastructure**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch: Plain Rice**

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title: Community Based-  
Training for Community Volunteers  
Financial Management Training**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch: Plain Rice**

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

(Signature over Printed Name of Supplier/  
Authorized Representative)



Company Name: \_\_\_\_\_

**Activity Title: Fiduciary Review cum  
Project Team Meeting**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title:  
Operation and Maintenance Training  
Day 1:**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title:  
Operation and Maintenance Training  
Day 2:**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_

(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_

Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_

Drinks: ☐ 330ml Bottled Natural

Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_

Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /

Fresh Juice i.e.:

(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_

or ☐ 240ml Canned Juice:

(specify) \_\_\_\_\_

or ☐ Coffee/Hot Choco:

(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

(Signature over Printed Name of Supplier/  
Authorized Representative)



Company Name: \_\_\_\_\_

**Activity Title:**  
**Municipal Accountability Reporting**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_  
(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_  
Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_  
Drinks: ☐ 330ml Bottled Natural  
Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title:**  
**Municipal Sustainability Planning Workshop**  
**Day 1:**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_  
(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_  
Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_  
Drinks: ☐ 330ml Bottled Natural  
Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Activity Title:**  
**Municipal Sustainability Planning Workshop**  
**Day 2:**

**AM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

**Lunch:** Plain Rice

2 Main Dish: (Choices of Beef; Pork;  
Chicken or Fish):

(specify 1) \_\_\_\_\_  
(specify 2) \_\_\_\_\_

1 Vegetable Dish:

(specify) \_\_\_\_\_  
Dessert: (Choices of: Fresh Tropical Fruits  
or Pastries or Salads)

(specify) \_\_\_\_\_  
Drinks: ☐ 330ml Bottled Natural  
Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)

(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ 500ml Bottled Water

**PM Snacks:** (Choice of any of the following:  
(a) Sandwiches with sides - Clubhouse or similar within size; (b) Burgers with sides; (c) Pasta with toasted read/bun -pasta should be 1 cup; (d) Noodle Dish - e.g. Pancit/Bihon; (e) Breads/Pastries – should provide appropriate portion size per serving; (f) Native Kakanin – should provide at least 3 variety per serving):

(specify) \_\_\_\_\_  
Drinks: ☐ 500ml Bottled Water  
or ☐ 330ml Bottled Natural /  
Fresh Juice i.e.:  
(Lemon/Calamansi/Buko/Cucumber etc.)  
(specify) \_\_\_\_\_  
or ☐ 240ml Canned Juice:  
(specify) \_\_\_\_\_  
or ☐ Coffee/Hot Choco:  
(specify) \_\_\_\_\_

**Note:** for Native Kakanin, may be paired with either hot chocolate or coffee

\_\_\_\_\_  
(Signature over Printed Name of Supplier/  
Authorized Representative)