



“ANNEX A”

**SUPPLEMENTAL TERMS OF REFERENCE FOR BID NO. 26-02-017
PROCUREMENT OF MEALS FOR FY 2026**

Pursuant to Republic Act No. 12009, otherwise known as the “New Government Procurement Act”, and its Implementing Rules and Regulations (IRR), particularly Section 16 (Framework Agreement) and Section 7 (Procurement Planning), this Terms of Reference (TOR) shall govern the conduct of the Meal Procurement Framework for CY 2026 of Cebu Normal University (CNU).

Cebu Normal University as a procuring entity adopts a Framework Agreement on its 2026 Meals procurement project. The guidelines on the use of framework agreement are formulated to prescribe the rules and procedures to govern situations where the procurement by the State Universities and Colleges (SUCs), necessitate entering into Framework Agreement for necessary and desirable goods that are repeatedly required by the procuring entity, but by their nature, use, or characteristic, the quantity and/or exact time of need cannot be accurately pre-determined; and, in case of expendable or non-expendable goods, it is inadvisable for the procuring entity to carry the same in stock or commit to purchase a certain quantity within a given period. The guidelines also apply to the procurement of simple and non- complex services.

CNU as a procuring entity adopts the Framework Agreement as this is more advantageous as meals are repeatedly required goods in the Framework Agreement List are necessary and desirable for the operations of CNU. This has also been considered in the economy of time and effort as the procurement of meals is a common request for the multitude of activities to address the higher education, advanced higher education, research, and extension operations of the university.

III. SUPPLEMENTAL TERMS OF REFERENCE

This Supplemental Terms of Reference shall form part of the original Terms of Reference and contract for the Procurement of Meals CY 2026, provided that such provision is subject to Section 33 of RA No. 12009 and its 2025 IRR.

Section 1. Repeat Order - This mode emphasizes the need for post-qualification and maintaining the same conditions regarding unit prices, the six-month timeframe, and the 25% quantity limit. This ensures that the procurement process remains transparent, efficient, and aligned with the principles of good governance.

- a) The repeat order is allowed after CNU has exhausted the maximum quantity for the same item or after the Framework Agreement has expired subject to conditions under Section 33 of RA 12009.



Certification Date: 24 January 2024
Recertification due date: 24 January 2027
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- b) Repeat Order shall be availed of only within six (6) months from the date of the last or final Call-Off for a specific item where the maximum quantity has been exhausted or from the expiration of the Framework Agreement.



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