



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON
GATE 2, KARANGALAN VILLAGE
1900 CAINTA, RIZAL

Office of the Regional Director

CONTRACT OF SERVICE

KNOW ALL MEN BY THESE PRESENTS:

This contract made and entered into by and between:

DEPARTMENT OF EDUCATION REGIONAL OFFICE IV-A CALABARZON, a component field office of the government entity known as the Department of Education organized under existing Philippine laws with office address at Gate 2, Karangalan Village, Cainta, Rizal and herein represented by its Regional Director, **ATTY. ALBERTO T. ESCOBARTE**. It shall be referred in this agreement as the **CLIENT**.

-and-

CALIV RESORT AND DEVELOPMENT CORP. (VILLA EXCELLANCE BEACH AND WAVE POOL RESORT), with principal address at Brgy. Postema Sahud-Ulan, Tanza Cavite, represented herein by its Marketing Manager, **JELYNE NINA R. BERGADO**, hereinafter referred to as the **HOTEL COMPANY**.

WITNESSETH

WHEREAS, the **CLIENT** needs the services of a contractor who will provide food and hotel accommodation to the participants in the **"UPSKILLING OF REGION AND DIVISION READING SUPERVISORS/COORDINATORS ON THE EARLY LANGUAGE LITERACY AND NUMERACY (ELLN) WITH FOCUS ON THE SCIENCE OF READING (SOR)"** on **December 12-18, 2022**.

WHEREAS, the Approved Budget for the Contract (ABC) is **ONE MILLION THIRTY-SIX THOUSAND PESOS ONLY (Php1,036,000.00)**;

WHEREAS, Section 53.9 of the 2016 Revised Implementing Rules and Regulations (R-IRR) of Republic Act 9184, otherwise known as the "Government Procurement Reform Act of 2003", allows an agency to resort to Small Value Procurement as alternative methods of procurement where the amount involved does not exceed the threshold amount of One Million Pesos (Php1,000,000.00) as prescribed in Annex "H" thereof;

WHEREAS, Rule XVI, Section 53.9 of the IRR of RA 9184 allows Negotiated Procurement under Small Value Procurement as a mode of procurement subject to the approval of the Head of the Procuring Entity;

WHEREAS, the Request for Quotation (RFQ) was posted in the Philippine Government Electronic Procurement System (PhilGEPS) website on November 19, 2022, office website and conspicuous bulletin board in the premises of this Office on November 18, 2022 to November 23, 2022;



"EXCELLENCE is a CULTURE and QUALITY is a COMMITMENT"

Trunkline: 02-8682-5773/8684-4914/8647-7487

Website: depedcalabarzon.ph

Document Inquiry : <https://r4a-teadoc.com/inquire>

Facebook: DepEd R-4A Calabarzon



WHEREAS, RFQs were sent to at least three (3) prospective suppliers namely:

1. Tanza Oasis;
2. The Bayleaf-Cavite; and
3. Caliv Resort and Development Corp. (Villa Excellence Beach and Wave Pool Resort.

WHEREAS, one (1) supplier submitted its proposals; the **Caliv Resort and Development Corp. (Villa Excellence Beach and Wave Pool Resort)** in the amount of **NINE HUNDRED EIGHTY-FOUR THOUSAND TWO HUNDRED PESOS ONLY (Php984,200.00)**. Thus, the **Hotel Company** is declared as the lone bidder;

WHEREAS, after review and deliberation on the proposal, the **Hotel Company**, complied with the requirements and declared as the Single Calculated and Responsive Bid (SCRB);

WHEREAS, under the latest resolution and guidelines of the Inter-Agency Task Force on Emerging Infectious Diseases (IATF-EID) issued on October 18, 2021, the Certificate of Authority to Operate and Safety Seal **Certificate issued by the Department of Tourism (DOT) applies in areas classified under General Community Quarantine (GCQ), GCQ with Heightened Restriction (GCQ-HR), or Alert Level 4 and Alert Level 3.**

WHEREAS, **Hotel Company** is within Tanza, Cavite under Alert Level 1.

WHEREAS, the Entity invited Bids for the Procurement for the hotel accommodation of the participants in the **"UPSKILLING OF REGION AND DIVISION READING SUPERVISORS/COORDINATORS ON THE EARLY LANGUAGE LITERACY AND NUMERACY (ELLN) WITH FOCUS ON THE SCIENCE OF READING (SOR)"** on December 12-18, 2022 and has accepted a Bid of the **Hotel Company** for lease of venue with accommodation and meals in the sum of **NINE HUNDRED EIGHTY-FOUR THOUSAND TWO HUNDRED PESOS ONLY (Php984,200.00)**. (Hereinafter called "the Contract Price").

NOW, THEREFORE, for and in consideration of the foregoing premises of the mutual covenants and provisions hereafter set forth the parties hereto have agreed and do hereby mutually agree as follows:

Section 1

Responsibilities of the Hotel Company

The **Hotel Company** shall:

1. Provide food and hotel accommodation on December 12-18, 2022 to the Seventy-Four (74) participants of the client;
2. Maintain that all of the services to be performed under or pursuant to this contract shall be of the standard and quality which prevail among similar businesses and organizations of superior knowledge and skill engaged in providing similar services under the same or similar circumstances.

Section 2

Responsibilities of the Client

The **Client** shall:

1. Pay the **Hotel Company** the guaranteed number of participants

2. Agrees that it shall be charged or billed the total amount of **NINE HUNDRED EIGHTY-FOUR THOUSAND TWO HUNDRED PESOS ONLY (Php984,200.00)** for the whole duration of the event;
3. Exercise strict discipline, close supervision and exclusive control and administration over its personnel in accordance with law, ordinances and pertinent government rules and regulations as well as the rules and policies laid down by the **Hotel Company** on the matter;

Section 3
Supervision and Control

The **Hotel Company** shall exercise strict discipline, close supervision and exclusive control and administration over its personnel in accordance with law, ordinances and pertinent government rules and regulations as well as the rules and policies laid down by the **Client** on the matter. In so far as enforcement of police and company rules and regulations related to safety is concerned, the **Client** shall exercise supervision and control over the participants.

Section 4
Liability to Personnel and Third Parties

The **Hotel Company** is NOT an agent or employee of the **Client** and the personnel to be assigned by the **Hotel Company** to the **Client** are in no sense employees of the latter as they are for all intents and purposes employees of the **Hotel Company**.

Accordingly, the **Client** shall not be responsible for any and all claims for personal injury caused to any of the personnel or to any third party where such injury arises out of or in the course of performance of said personnel.

Section 5
Terms of Payment

The **Client** binds itself to pay the **Hotel Company** within thirty (30) days after the conclusion of the training/seminar. The **Hotel Company** hereby understands that the focal person must be the one responsible for the immediate processing of payments.

Section 6
Inclusions in the services

The **Hotel Company** shall provide for the following:

a. Food

1. First Meal: December 12, 2022 – Breakfast
2. Last Meal: December 18, 2022 – Dinner
3. Manage buffet with stand-by waiter (Breakfast, Lunch & Dinner)
4. For breakfast: 2 main dish, rice, bread, choice of hot tea/chocolate or coffee, and fresh vegetables salad
5. For lunch and dinner: 3 main dish (fish, choice of meat: chicken, pork or beef, and vegetables), soup, rice, dessert (fresh fruit not canned/processed), drinks
6. AM and PM Snacks: native foods, pasta, with drinks

7. Free flowing coffee, milo and/or tea
8. Fresh juice for AM and PM Snacks (no concentrated juice)
9. Candies, paper and pencil

b. Room Accommodation

1. Two (2) Single Rooms for Director and Chief
2. Four (4) Double-Sharing Rooms for C.O. Staff and trainers
3. Twenty-Two (22) Triple Sharing Rooms for participants
4. 24-hours Hot and Cold Shower
5. Clean Beddings, Room and Restrooms
6. With towel and toiletries (soap, shampoo, toothbrush & toothpaste)
7. Satellite TV
8. Free Wifi access

c. Function Room


1. Can accommodate 74 paxs, flexible for group activities/workshop
2. Well-lighted and well-ventilated
3. Availability of audio-visual equipment with stand-by assistant:
 - i. At least two (2) LCD projectors and two (2) wide screens
 - ii. At least two (2) whiteboard with whiteboard pen and eraser
 - iii. Complete set of sound system
 - iv. At least (10) extension cords
 - v. At least (3) microphones with two (2) microphone stands, and
 - vi. Podium/lectern
4. Unlimited free access to internet/Wifi in all areas of venue
5. Function room set-up: Classroom type
6. Eight (8) rounds tables with 8 chairs
7. Two (2) tables for the Secretariat (Registration Area)
8. No pillars in the middle of the function room
9. Function Hall within the hotel billeting

d. Other Requirements

1. Maintaining cleanliness-function hall, restrooms, sleeping quarters, hallway, coffee/tea area, and dining area
2. Provision of backdrop for the activity
3. With 24-hour security, from desk and housekeeping services
4. Available in-house nurse/medic when needed
5. The venue should follow the IATF Safety Protocol Guidelines
6. Alcohol must be in the areas that can easily be accessed by the participants
7. Accessible means of transportation
8. Free parking for the duration of the stay
9. Free us of Amenities
10. Able and willing to ensure provisions for participants and guests with special conditions, example: breastfeeding moms, PWDs, and other emergency situations.

Section 7

Use of Hotel Parking Space

The **Hotel Company** shall allow the use of its parking space to the participants free of charge. 

Section 8
Termination of Contract

Any party may terminate this Contract based on the grounds provided and after compliance with Annex "I" of the 2016 Implementing Rules and Regulations of Republic Act 9184.

Section 9
Venue of Action

The parties shall make every effort to resolve amicably and by mutual consultation any or all disputes or differences arising between the Parties in connection with the implementation of this Contract. Should such dispute not be resolved amicably, it shall be submitted to arbitration in the Philippines according to the provisions of Presidential Decree No. 242 and Executive Order No. 292. Provided, however, that by mutual agreement, the parties may agree in writing to resort to other alternative modes of dispute resolution.

In case an action will arise from this agreement, the venue of the action shall be in Taytay, Rizal only.

Section 10
Warranty

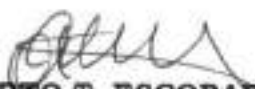
The **Client** hereby warrants and attests that the signatory in this contract is duly authorized by the Board and / or its Management to sign for and its behalf.

Section 11
Other conditions of the contract

- a. In case of damage to the property of the participants of the **Client** caused by negligence of the personnel of the **Hotel Company**, the **Hotel Company** shall be liable for the damages;
- b. Necessary medical services and facilities shall be the responsibility and for the account of the **Hotel Company**; and
- c. The **Hotel Company** shall cause the notarization of this contract.

IN WITNESS WHEREOF, the parties have hereunto set their hands, this day of 09 DEC 2022 at Quezon City, Philippines.

**Department of Education
Region IV-A CALABARZON**


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director

**Caliv Resort and Development
Corp. (Villa Excellence Beach
and Wave Pool Resort)**


JELYNE NINA R. BERGADO
Marketing Manager

SIGNED IN THE PRESENCE OF:

JOB S. ZAPE, JR.
Chief, CLMD

Republic of the Philippines
Quezon City S.S.

ACKNOWLEDGMENT

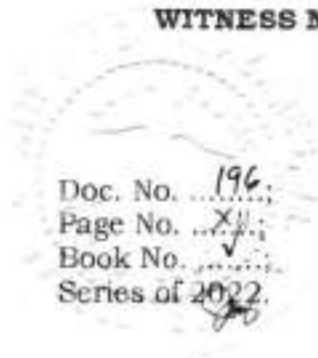
BEFORE ME, a Notary Public for and in the City of Quezon City, this 09 DEC 2022, personally appeared:

Name	Identification No.	Expiration Date
Atty. Alberto T. Escobarte	DepEd Office ID No. 4529876	
Jelyne Nina R. Bergado	SSS 3-38961891-6	

who are known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is their own free act and voluntary act and deed.

This instrument, consisting of six (6) pages, including the page on which this acknowledgment is written, has been signed on the left margin of each and every page hereof by the concerned parties and their witnesses, and sealed with my notarial seal.

WITNESS MY HAND AND SEAL, at the place and date above-written.



Notary Public

ATTY. RUBEN M. AZARES, JR.
 NOTARY PUBLIC
 UNTIL DECEMBER 16, 2022
 PTR NO. 0524-2019-QUEZON CITY
 BY NO. 00791-2019-QUEZON CITY
 ILL. REG. FEBRUARY 19, 2019
 AS A NOTARY PUBLIC
 NOTARY ID NO. 219-2020
 UNIT 2 UCP-2 UPGENTLEDGESEA, Q.C.