



Republic of the Philippines
Department of Education
REGION IV-A CALABARZON



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-

PINK PARSLEY CATERING SERVICES, with principal address at 317 Oracle Hotel and Residences Katipunan Ave., Loyala Heights, Quezon City, represented herein by its Sales Manager, **JOANNA MAY M. HALABASO**, hereinafter referred to as the “**CATERING COMPANY**”.

W I T N E S S E T H

WHEREAS, the **CLIENT** will conduct the “**CONSULTATIVE MEETING WITH THE SELECT REGIONAL AGENCIES ON THE MECHANISM ON TRACKING OF BASIC EDUCATION DATA**” on **April 15, 2025**.

WHEREAS, the Approved Budget for the Contract (ABC) is **NINE THOUSAND SIX HUNDERD PESOS (Php9,600.00)**;

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 method 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, the Request for Quotation (RFQ) was posted at the website of DepEd Region IV-A CALABARZON, and conspicuous bulletin board in the premises of DepEd Region IV-A CALABARZON on March 18, 2025 to March 24, 2025 at 9:00 a.m.;

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

1. Pink Parsley Catering Services;
2. God’s Treasure Enterprises;
3. DepEd Region IV-A CALABARZON Multi-purpose Cooperative

WHEREAS, one (1) Supplier submitted its proposal, **PINK PARSLEY CATERING SERVICES** in the amount of **NINE THOUSAND TWO HUNDRED PESOS (Php9,200.00)**. Thus, **PINK PARSLEY CATERING SERVICES** is declared as the lone bidder

WHEREAS, after review and deliberation on the proposal of **PINK PARSLEY CATERING SERVICES** complied with the requirements and declared as the Single Calculated and Responsive Quotation (SCRQ);

WHEREAS, pursuant to the Implementing Rules and Regulations of Republic Act 9184, the Bids and Awards Committee of DepEd CALABARZON recommended on March 24, 2025 to the head of the procuring entity the award of the project to **Catering Company**;

WHEREAS, the Client invited bids for the Procurement of catering services for the participants for the **“CONSULTATIVE MEETING WITH THE SELECT REGIONAL AGENCIES ON THE MECHANISM ON TRACKING OF BASIC EDUCATION DATA”** on April 15, 2025 and has accepted the bid/quotation by the catering services company in the sum of **NINE THOUSAND TWO HUNDRED PESOS (Php9,200.00)**. (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:

1. Documents deemed part

All documents submitted by Catering Company and all the documents released and issued by the Client and its Bids and Awards Committee and Technical Working Group such as but not limited to:

- a) BAC Resolution;
- b) Abstract of Quotation;
- c) Request for Quotation;
- d) Certification of Posting;
- e) All other documents already submitted by the Catering Company and to be required to be submitted after the perfection of this contract;

shall form part of this contract.

2. Place, Location and Date

The **Catering Company** shall provide food (**Breakfast, lunch, and PM snacks**) to the participants of the *Consultative Meeting with the Select Regional Agencies on the Mechanism on Tracking of Basic Education Data* to be held on April 15, 2025 at DepEd Region IV-A, Gate 2 Karangalan Village, Cainta, Rizal.

3. Number of Participants

The total number of participants for the *Consultative Meeting with the Select Regional Agencies on the Mechanism on Tracking of Basic Education Data* is **sixteen (16)**;

4. Responsibilities

The **Catering Company** warrants the following:

1. Deliver the goods separately packed and sealed while the spoon and fork covered in tissue paper are properly sealed in a plastic.

2. The food must be delivered hot and on time on April 15, 2025 (Breakfast before 7:00 am, lunch before 11:30 am, and snacks at 3:00 pm) at DepEd Region IV-A (CALABARZON), Cainta, Rizal.
3. Soda and fast food is not allowed.
4. Must ensure spill-proof container so as to avoid spill of soup and other liquid items during the food distribution.
5. Make the delivery using vehicle of its own. Delivery using public transport or private courier such as Grab, Lalamove shall be refused.
6. Submit/provide copy of their Sanitary Permits and Health Certificate of their employees.
7. Make the delivery by personnel from the Catering Company who are using face mask. He/she must be wearing a hairnet and in possession of his health card required by DOH during the processing of business permit.
8. Provide **Breakfast, Lunch and PM Snack for Five Hundred Seventy-Five Pesos (Php575.00)** per person in accordance with the approved menu by the **Client** on the day of the activity or on April 15, 2025.
9. Follow the end-user suggested menu, which must be within the approved standard rate.
10. Respond to the request of participants regarding food restrictions as requested by the program management.
11. The Catering Company and program proponent should closely coordinate with each other regarding food service.
12. Warrant that all of the services to be performed by the Catering Company 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.

5. Mode of Payment

For and in consideration of the above services, the **Client** will pay the **Catering Company** based on the actual number of participants who attended the event and shall be charged or billed the total amount of **NINE THOUSAND TWO HUNDRED PESOS (Php9,200.00)**.

6. Supervision and Control

The **Catering 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.

7. Liability to Personnel and Third Parties

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

8. Liability in case of Fortuitous Event or Force Majeure

The **Catering Company** shall not be liable for losses and/or damages due to fortuitous events or force majeure beyond the control and competence of the personnel to prevent; the provision of the New Civil Code shall be applied in determining the amount and liability thereto.

9. Termination of Contract

Either party may terminate this contract with or without just cause. However, the party terminating shall serve a written notice to the other party at least three (3) days prior to the intended date of termination.

10. Assignment

This contract cannot be assigned by either party without the other party's written consent.

11. Settlement of Dispute

If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of this contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

Any and all dispute arising from the implementation of a contract shall be submitted to arbitration in the Philippines according to the provisions of R.A. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004." By mutual agreement, the parties agree in writing to resort to other alternative modes of dispute resolution.

12. Capacity and Authorization

Each of the parties to this contract hereby represents and warrants to the other that it is duly authorized and empowered to execute, deliver and perform this contract and that such action does not conflict with or violate any provision of law, regulation, policy, contract, deed of trust or other instrument to which it is a party or by which it is bound and that this contract constitutes a valid and binding obligation between the parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands, this APR 04 2025 at QUEZON CITY, at Calata, Rizal, Philippines.


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

Pink Parsley Catering Services


ATTY. ALBERTO T. ESCOBARTE, CESO II
Regional Director


JOANNA MAY M. HALABASO
Sales Manager

SIGNED IN THE PRESENCE OF:


ELINO S. GARCIA
Chief- PPRD
DepEd Region IV-A CALABARZON

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY) SS.

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in the City of QUEZON CITY, this
APR 04 2025, personally appeared:

Name	Identification No.	Expiration Date
Atty. Alberto T. Escobarte	DepEd Office ID No. 4529876	
Joanna May M. Halabaso		

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 five (5) 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

Doc. No. ...92.;
Page No. ...19;
Book No. ...XIII-B
Series of 2025.

ATTY. FELIZANDO M. IBARRA
Notary Public for Q.C/Until Dec. 31, 2025
Roll No. 80835
PTR No. 6986788D/Jan.07, 2025/Q.C.
IBP No. 331161(2024-2025)/Q.C
MCLE Comp. No. VIII-0000973(04/15/2022-04/14/2025)
Admin. Matter No. NP. 088(2025-2026)
Quirino Highway Brgy., Kaligayahan Q.C.