



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



November 12, 2025

**ATTY ALBERTO T. ESCOBARTE, CESO II**

Regional Director  
DepEd IVA CALABARZON

SIR:

DepEd Regional Office IV-A CALABARZON through the Procurement Unit, has undertaken Small Value Procurement (SVP) for the **FOOD AND ACCOMMODATION FOR THE FY 2025 YEAR-END REGIONAL OFFICE AND SCHOOLS DIVISION OFFICES HRD INTERFACE CUM PROGRAM IMPLEMENTATION REVIEW** on **DECEMBER 3-5, 2025**. Pursuant to the Office Memorandum No. DEPED-4A-PU-OM-2025-182 dated September 25, 2025, which authorizes the Procurement Unit (PU) to undertake this project, the PU proceeded with the procurement process.

On November 11, 2025, during the opening and evaluation of submitted quotations, the following two (2) bidders submitted their quotations as follows:

BIDDER	AMOUNT OF BID	REMARKS
Sunny Glades Properties Corp. (Tagaytay Haven Hotel)	Php463,884.00	Non-Complying (Unfilled Total Cost in the Technical Specification)
Great Eastern Hotel, Inc.	Php503,100.00	Complying

That based on the **QUOTATION EVALUATION REPORT** prepared by the Procurement Unit, it was determined that the Single Calculated and Responsive Quotation (SCRQ) is **GREAT EASTERN HOTEL, INC.** with a proposed quotation amounting to **Five Hundred Three Thousand One Hundred Pesos (Php503,100.00)**. The **QUOTATION EVALUATION REPORT** is attached hereto as Annex "A" and made integral part of this document.

In view of the foregoing, the Procurement Unit respectfully **RECOMMENDS** to the Regional Director, as the Head of the Procuring Entity the award of the contract to **GREAT EASTERN HOTEL, INC.** in the amount of **Five Hundred Three Thousand One Hundred Pesos (Php503,100.00)**.

Thank you.

Very truly yours,

**JOCELYN L. MARTIN**  
Administrative Officer IV  
Procurement Unit

**DENNIS V. MANAY**  
Administrative Officer II  
Procurement Unit

APPROVED  DISAPPROVED:

**ATTY. ALBERTO T. ESCOBARTE, CESO II**  
Head of the Procuring Entity

08F/ROA/JLCC



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**“ANNEX A”**

**QUOTATION EVALUATION REPORT**

Project Title: <b>FOOD AND ACCOMMODATION FOR THE FY 2025 YEAR-END REGIONAL OFFICE AND SCHOOLS DIVISION OFFICES HRD INTERFACE CUM PROGRAM IMPLEMENTATION REVIEW</b>	
Date of Activity: <b>December 3-5, 2025</b>	
Approved Budget for the Contract: <b>Five Hundred Sixteen Thousand Pesos (Php516,000.00)</b>	
Mode of Procurement: <b>Small Value Procurement (SVP)</b>	
Name of Bidder: <b>GREAT EASTERN HOTEL, INC.</b>	
Bid Price: <b>Five Hundred Three Thousand One Hundred Pesos (Php503,100.00)</b>	Date of Opening and Evaluation: <b>November 11, 2025</b>

Date Posted in the PhilGEPS: <b>November 5, 2025</b>
Date Posted in the Office Website and Conspicuous Bulletin: <b>November 4, 2025 to November 10, 2025</b>
<b>RFQ sent to seven (7) prospective suppliers:</b> <ol style="list-style-type: none"> <li>1. Sunrise Ridge Corporation (Soleste Suites);</li> <li>2. Red Hotel, Inc.;</li> <li>3. St. Giles Makati Hotel;</li> <li>4. Green Sun Hotel Management, Inc.;</li> <li>5. Great Eastern Hotel;</li> <li>6. Tagaytay Viewpark Hotel; and</li> <li>7. Tagaytay Automart Inc. - Tagaytay Country Hotel</li> </ol>

**SUBMITTED QUOTATION/S:**

Name of Bidder	Amount of Bid	Remarks
Sunny Glades Properties Corp. (Tagaytay Haven Hotel)	Php463,884.00	Non-Complying (Unfilled Total Cost in the Technical Specification)

08F/ROA/JLCC

Great Eastern Hotel, Inc.	Php503,100.00	Complying
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LEGAL DOCUMENTS			
Documents Evaluated	Present	Absent	Findings/Remarks
Business/Mayor's Permit	✓		Comply
PhilGEPS Registration Number	✓		Comply
Latest Income/Business Tax Return or Tax Clearance	✓		Comply
Notarized Omnibus Sworn Statement (OSS)	✓		Comply
Specifications	✓		Comply

Based on the findings above cited, **GREAT EASTERN HOTEL, INC.** has submitted all the documents required. The undersigned **RECOMMENDS** that the contract be awarded to **GREAT EASTERN HOTEL, INC.** having complied with all the requirements and thus declared as the Single Calculated and Responsive Quotation (SCRQ).

Submitted for the consideration of the Head of the Procuring Entity (HoPE) this November 12, 2025, at Cainta, Rizal.

**JOCELYN L. MARTIN**  
Administrative Officer IV  
Procurement Unit

**DENNIS V. MANAY**  
Administrative Officer II  
Procurement Unit