



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 Lease of Real Property and Venue with food and accommodation for the **YEAR-END PERFORMANCE ASSESSMENT AND PLANNING WORKSHOP FY 2026** on **November 17-19, 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 quotation, one (1) bidder submitted its quotation, **BAKASYUNAN RESORT AND CONFERENCE CENTER** in the amount of **Two Hundred Seventeen Thousand Two Hundred Pesos (Php217,200.00)**.

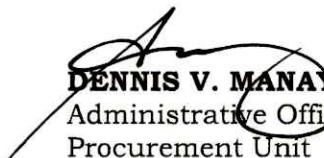
That based on the **QUOTATION EVALUATION REPORT** prepared by the Procurement Unit, it was determined that the Single Calculated and Responsive Quotation (SCRQ) is **BAKASYUNAN RESORT AND CONFERENCE CENTER** with a proposed quotation amounting to **Two Hundred Seventeen Thousand Two Hundred Pesos (Php217,200.00)**. 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 **BAKASYUNAN RESORT AND CONFERENCE CENTER** in the amount of **Two Hundred Seventeen Thousand Two Hundred Pesos (Php217,200.00)**.

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



Republic of the Philippines  
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**"ANNEX A"**

**QUOTATION EVALUATION REPORT**

Project Title: <b>YEAR-END PERFORMANCE ASSESSMENT AND PLANNING WORKSHOP FY 2026</b>	
Date of Activity: <b>November 17-9, 2025</b>	
Approved Budget for the Contract: <b>Two Hundred Forty Thousand Pesos (Php240,000.00)</b>	
Mode of Procurement: <b>Lease of Real Property and Venue with Food and Accommodation</b>	
Name of Bidder: <b>BAKASYUNAN RESORT AND CONFERENCE CENTER</b>	
Bid Price: <b>Two Hundred Seventeen Thousand Two Hundred Pesos (Php217,200.00)</b>	Date of Opening and Evaluation: <b>November 11, 2025</b>

Date Posted in the PhilGEPS: <b>N/A</b>								
Date Posted in the Office Website and Conspicuous Bulletin: <b>N/A</b>								
<b>RFQ sent to at least three (3) prospective suppliers:</b> 1. Momarco Forest Cove Resort and Hotel; 2. Tinipak Lodge; and 3. Bakasyunan Resort & Conference Center - Tanay								
<b>SUBMITTED QUOTATION/S:</b>								
<table border="1"> <thead> <tr> <th>Name of Bidder</th> <th>Amount of Bid</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Bakasyunan Resort &amp; Conference Center</td> <td>Php217,200.00</td> <td>Complying and Lone Bidder</td> </tr> </tbody> </table>	Name of Bidder	Amount of Bid	Remarks	Bakasyunan Resort & Conference Center	Php217,200.00	Complying and Lone Bidder		
Name of Bidder	Amount of Bid	Remarks						
Bakasyunan Resort & Conference Center	Php217,200.00	Complying and Lone Bidder						
<b>LEGAL DOCUMENTS</b>								
<table border="1"> <thead> <tr> <th>Documents Evaluated</th> <th>Present</th> <th>Absent</th> <th>Findings/Remarks</th> </tr> </thead> <tbody> <tr> <td>Business/Mayor's Permit</td> <td>✓</td> <td></td> <td>Comply</td> </tr> </tbody> </table>	Documents Evaluated	Present	Absent	Findings/Remarks	Business/Mayor's Permit	✓		Comply
Documents Evaluated	Present	Absent	Findings/Remarks					
Business/Mayor's Permit	✓		Comply					

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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, **BAKASYUNAN RESORT AND CONFERENCE CENTER** has submitted all the documents required. The undersigned **RECOMMENDS** that the contract be awarded to **BAKASYUNAN RESORT AND CONFERENCE CENTER** 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