



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



MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement is made and entered into by and between:

DepEd Region IV-A CALABARZON, with office address at Gate 2, Karangalan Drive, Cainta, Rizal, herein represented by its **Regional Director, ATTY. ALBERTO T. ESCOBARTE** (hereafter referred to as the **Procuring Entity**);

-and-

BP INTERNATIONAL MAKILING, a Government-Owned hotel, with principal address at Jamboree Road, Los Baños, Laguna, herein represented by its Authorized Representative, **CARIZA FERNANDEZ-MILO** (hereafter referred to as the **Servicing Agency**);

The Procuring Entity and the Servicing Agency shall be collectively called **“PARTIES”**;

WITNESSETH:

WHEREAS, DepEd Region IV-A CALABARZON intends to procure Lease of Venue with Food and Accommodation for the Post-Evaluation Activity on the Trainings of Teachers and School Leaders on the Revised K to 10 Curriculum Implementation on December 17-19, 2025.

WHEREAS, DepEd Region IV-A CALABARZON Approved Budget Allocation (ABC) is **SIX HUNDRED EIGHTY-FOUR THOUSAND PESOS (Php684,000.00)**.

WHEREAS, Pursuant to the Negotiated Procurement under Section 35.9 of Republic Act 12009 and its Implementing Rules and Regulations (IRR), following the modes of procurement consistent with the Fit-for-Purpose procurement approach, procurement of goods under Lease of Real Property and Venue states:

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35.9 Lease of Real Property and Venue. For the lease of real property and venue for official use, it is preferred that government agencies lease publicly owned real property or venue from other government agencies. If there is an available publicly owned real property or venue that complies with the requirements of the Procuring Entity, it may enter into a contract of lease with the government agency owner. In the event that the Procuring Entity would resort to privately owned real property or venue, the End-User or Implementing Unit shall justify that the same is more efficient and economical to the government.

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WHEREAS, Procurement Unit, initiated the procurement activity by requesting for quotation to **BP INTERNATIONAL MAKILING**.

QUOTATION EVALUATION REPORT

Project Title: **POST-EVALUATION ACTIVITY ON THE TRAININGS OF TEACHERS AND SCHOOL LEADERS ON THE REVISED K TO 10 CURRICULUM IMPLEMENTATION**

Date of Activity: **December 17-19, 2025**

Approved Budget for the Contract: **Six Hundred Eighty-Four Thousand Pesos (Php684,000.00).**

Name of Bidder: **BP INTERNATIONAL MAKILING**

Bid Price: **Six Hundred Eighty-Four Thousand Pesos (Php684,000.00).**

Date of Opening and Evaluation: **December 15, 2025**

Date Posted in the PhilGEPS: **N/A**

Date Posted in the Office Website and Conspicuous Bulletin: **N/A**

RFQ sent to three (3) prospective suppliers:

1. BP International Makiling
2. First Sta. Rosa Hotel Corp. (El Cielito)
3. Monte Vista Hotsprings & Conference Resort (Alprops Management and Realty Inc.)

SUBMITTED QUOTATION/S:

Name of Bidder	Amount of Bid	Remarks
BP International Makiling	Php684,000.00	Complying and Lone Bidder

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

That the Client invited bids for the procurement for the lease of venue with food and accommodation of the participants in the "**POST-EVALUATION ACTIVITY ON THE TRAININGS OF TEACHERS AND SCHOOL LEADERS ON THE REVISED K TO 10 CURRICULUM IMPLEMENTATION**" on **DECEMBER 17-19, 2025** and has accepted the bid/quotation of the **BP INTERNATIONAL MAKILING** for the food and accommodation in the sum of **SIX HUNDRED EIGHTY-FOUR THOUSAND PESOS (Php684,000.00)**. (Hereinafter called "the Contract Price")

NOW THEREFORE, for and in consideration of the foregoing premises, the Parties hereby agree and bind themselves as follows:

Article I
GENERAL PROVISIONS

1. This Agreement between the **Procuring Entity** and the **Servicing Agency** shall be for the Lease of Venue with Food and Accommodation for the Post-Evaluation Activity on the Trainings of Teachers and School Leaders on the Revised K to 10 Curriculum Implementation on December 17-19, 2025.
2. The following marked Annexes attached hereto, shall be deemed to form part and made an integral part of this Agreement:
 - a) **Letter of Recommendation;**
 - b) **Quotation Evaluation Report;**
 - c) **Request for Quotation;**
 - d) **Technical Specifications;**
 - e) **All other documents already submitted by the Hotel Company and to be required to be submitted after the perfection of this contract**

shall form part of this contract.

ARTICLE II
OBLIGATION OF THE SERVICING AGENCY

1. The **Servicing Agency** shall provide food and hotel accommodation on December 17-19, 2025 to the guaranteed number of participants of the Client. The details and/or specifications of these services are provided under Section 5 of this contract.
2. The **Servicing Agency** shall maintain that all of the services to be performed under or pursuant to this contract shall be of the standard and quality which prevails among similar businesses and organizations of superior knowledge and skill engaged in providing similar services under the same or similar circumstances.
3. The **Servicing Agency** shall provide:
 - 3.1 Able and willing to ensure provisions for participants and guests with special conditions, breastfeeding moms, PWDs, and other emergency situation;
 - 3.2 Provision for backdrop for the activity; and Tarpaulin display at Project Site, not to exceed 6 x 8 feet; optional for Projects not exceeding 5 days (COA Cir. 2013-004); and
 - 3.3 Responsive to safety and security requirements of the government;
4. Do such other act which are necessary in the performance of the above functions as well as those obligations arising from this contract

ARTICLE III
RESPONSIBILITIES OF THE CLIENT

The **Client** shall:

1. Pay the **Servicing Agency** the guaranteed number of participants.

2. Charged or billed the total amount of **SIX HUNDRED EIGHTY-FOUR THOUSAND PESOS (Php684,000.00)** for the whole duration of the event.
3. Exercise strict discipline, close supervision and exclusive control and administration over its participants in accordance with law, ordinances and pertinent government rules and regulations as well as the rules and policies laid down by the **Servicing Agency** on the matter.

ARTICLE IV TERMS OF PAYMENT

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

ARTICLE V AMENDMENTS

Amendment or modification of any of the terms and conditions of this Agreement shall be valid and binding provided it is evidenced by a subsequent written Supplemental Memorandum of Agreement duly executed and signed by the respective authorized representatives of both parties.

ARTICLE VI MISCELLANEOUS PROVISIONS

1. The parties are independent of each other, and nothing in this Agreement shall be construed so as to constitute the parties as partners, joint ventures, agents, employees or representatives of the other for any purpose whatsoever.
2. If any part of this Agreement is declared unenforceable or void by a court of competent jurisdiction, the rest of the Agreement shall nevertheless remain in full force and effect.
3. No failure, omission or delay of any of the parties in exercising any of its rights, privileges and remedies hereunder shall operate as a waiver thereof. No waiver or departure from the terms of this Agreement shall be valid and binding unless made in a written Supplemental Memorandum of Agreement and signed by the party's authorized representative.
4. It is further stipulated and expressly understood that existing laws, rules, regulations in so far as not inconsistent or modified by the contract, shall form part and parcel of this Agreement.
5. In case of conflict arising from this Agreement, both parties shall agree to freely and voluntarily submit themselves to proper mediation and Arbitration proceedings pursuant to Presidential Decree No. 242 and other related laws on mediation and arbitration.

IN WITNESS WHEREOF, the parties have hereunto set their hands, this day of
16 DEC 2025 at MAKATI CITY, Philippines.

DEPED REGION IV-A CALABARZON

BP INTERNATIONAL MAKILING

By:


ATTY. ALBERTO T. ESCOBARATE,
 Regional Director

By:


CARIZA FERNANDEZ-MILO,
 Director IV

WITNESSES:


JISELA N. OLPIÑA,
 OIC-Chief, HRDD/NEAP-R
 DepEd Region IV-A CALABARZON


JAMIE LYNN C. PEREZ

REPUBLIC OF THE PHILIPPINES
MAKATI CITY S.S.

ACKNOWLEDGMENT

BEFORE ME, a Notary Public in and for MAKATI CITY, Philippines, this
16 DEC 2025, the parties personally appeared:

NAME	GOVERNMENT ISSUED ID NO.
ATTY. ALBERTO T. ESCOBARTE Regional Director	DepEd Employee No. 4529876
CARIZA FERNANDEZ-MILO Authorized Representative	

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 free and voluntary act and deed of the entities which they respectively represent.

The foregoing instrument is a **MEMORANDUM OF AGREEMENT** consisting of **five (5) pages** (exclusive of attachments), including this page on which this Acknowledgment is written and signed by the parties hereto and their instrumental witness on the left-hand margin of each and every page hereof.

WITNESS MY HAND AND SEAL on the date and place first above written.

NOTARY PUBLIC

Doc. No. 305
 Page No. 62
 Book No. 46
 Series of 2025


ATTY. BERNARDINO O. LAUTILLO
 NOTARY PUBLIC FOR MAKATI CITY
 APPT. NO. M-073 UNTIL DEC. 31, 2025
 ROLL NO. 77752/MCLE Compliance No. VIII-002331 until APR. 14, 2026
 IBP OR No. 493534 JAN. 2, 2025 / MAKATI CHAPTER
 PTR No. 10465671 - JAN. 2, 2025
 UNIT 2-B2 TRANS-PHIL HOUSE, 1177 DON CHINO ROCES AVE., COR.
 BAGTIKAN ST., SAN ANTONIO, MAKATI CITY