



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, NATIONAL EDUCATOR'S ACADEMY OF THE PHILIPPINES (NEAP), REGION IV-A**, a component field office of the government entity known as the Department of Education organized under existing Philippine laws with office address at Malvar, Batangas and herein represented by its Regional Director, **ATTY. ALBERTO T. ESCOBARTE, CESO II**. It shall be referred in this agreement as **CLIENT**.

-and-

**CORREGIDOR VETERANOS SECURITY AGENCY, INC.**, a corporation duly organized and existing under the laws of the Republic of the Philippines, with principal address at 1730 Yakal St., Tondo, Manila, and represented by its Authorized Representative, **ROSSANO D. CABALAG**, is hereinafter referred to as the **SECURITY COMPANY**.

**W I T N E S S E T H**

**WHEREAS**, DepEd Regional Office IV-A CALABARZON has undertaken procurement of **SECURITY GUARD SERVICES AT RELC-NEAP MALVAR BATANGAS** for the **PERIOD** of **FEBRUARY 1, 2026 TO DECEMBER 31, 2026**.

**WHEREAS**, the Approved Budget for the Contract (ABC) is **EIGHT HUNDRED NINETY-SIX THOUSAND TWO HUNDRED SIXTY-ONE PESOS AND 34/100 (Php896,261.34)**.

**WHEREAS**, Section 26.1 (h) of the Implementing Rules and Regulations (IRR) of Republic Act No. 12009 otherwise known as the "New Government Procurement Act, provides for Small Value Procurement as one of the modes of Procurement consistent with the Fit-for-Purpose procurement approach.

**WHEREAS**, Section 34. Small Value of Procurement states that:

*"Section 34. Small Value Procurement*

*34.1 Small Value Procurement (SVP) is a mode of procurement whereby the Procuring Entity requests for the submission of at least three (3) price quotations for Goods not available in the PS-DBM, Infrastructure Project, and Consulting Services.*

*The receipt of one (1) quotation is sufficient to proceed with the evaluation of bidders; Provided, that, the amount involved does not exceed Two Million Pesos (Php2,000,000.00), subject to the periodic review of the threshold amount and adjustments as may be deemed appropriate by the GPPB."*

**WHEREAS**, the end-user conducted a market survey/cost-benefit analysis to determine available providers for said project. Some of the prospective bidder submitted their quotations.



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Certificate No. PHP QMS  
22 93 0088



**WHEREAS**, the Request for Quotation (RFQ) was posted in the Philippine Government Electronic Procurement System (PhilGEPS) on January 21, 2026, at the office website and conspicuous bulletin board in the premises of this Office from January 20, 2026 to January 26, 2026 at 9:00 a.m.

**WHEREAS**, RFQs were sent to four (4) prospective suppliers as follows: (1) D'Great Stallion Security Agency, Inc.; (2) V8 Security Agency Corporation; (3) Kings 2000 Security Services Corporation; (4) Centara Security Services Corporation.

**WHEREAS**, three (3) suppliers submitted their respective proposals before the deadline for the submission of quotations, offering the following financial quotations, as read:

NAME OF BIDDER	AMOUNT OF BID	REMARKS
CORREGIDOR VETERANOS SECURITY AGENCY, INC.	Php859,835.24	Complying
ARVITER TOP OF THE LINE SECURITY INVESTIGATION SPECIALIST	Php891,432.96	Complying
D'GREAT STALLION SECURITY AGENCY, INC.	Php798,860.57	Non-Complying (Based on the Narrative Report submitted by the End-user)

**WHEREAS**, based on the Narrative Report by the End-User, the BAC agreed with the recommendation of the End-User for safety reasons. Attached is the Narrative Report and made an integral part hereof.

**WHEREAS**, the bid submitted by **CORREGIDOR VETERANOS SECURITY AGENCY, INC.** is compliant with its proposal in the total amount of **EIGHT HUNDRED FIFTY-NINE THOUSAND EIGHT HUNDRED THIRTY-FIVE PESOS AND 24/100 (Php859,835.24)**.

**WHEREAS**, after review and deliberation on the proposals, **CORREGIDOR VETERANOS SECURITY AGENCY, INC.** complied with the requirements and is hereby declared as the Lowest Calculated and Responsive Quotation (LCRQ) being the most beneficial to the security guards and to the government.

**WHEREAS**, on January 27, 2026, the Bids and Awards Committee of DepED CALABARZON recommended to the head of the procuring entity the award of contract to **CORREGIDOR VETERANOS SECURITY AGENCY, INC.** for the procurement of Security Guard Services at RELC-NEAP Malvar Batangas for the period of February 1, 2026 to December 31, 2026 in the amount of **EIGHT HUNDRED FIFTY-NINE THOUSAND EIGHT HUNDRED THIRTY-FIVE PESOS AND 24/100 (Php859,835.24)** (hereinafter called the "Contract Price").

**WHEREAS**, Notice of Award dated August 28, 2026 was issued.

**NOW, THEREFORE**, for and in consideration of the foregoing premises and 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 the Security 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) Certificate of Fund Availability;
- c) Technical Specifications;
- d) All other documents already submitted by the Security Company and to be required to be submitted after the contract perfection of this contract;

shall form part of this contract



## 2. Place and Location

The **Security Company** shall provide security services at the National Educators Academy of the Philippines (NEAP) CALABARZON, Malvar, Batangas.

## 3. Scope of Work or Services to Be Rendered:

The Security Agency shall provide the following specific services:

1. Submit the Security Plan to the Client;
2. Protect the general interest of the Client;
3. Guard and secure all property of the Client or its officers/employees within its area of responsibility;
4. Strictly implement standing rules, regulations, guidelines and policies prescribed by the Client;
5. Prohibit the commission of any unlawful or illegal acts within the assigned Client's premises or its area of responsibility;
6. Report and provide assistance in cases of any sign of disorder, riots, strike or any serious violation of the law;
7. Protect Client or government property from theft, pilferage or damage;
8. Report and provide assistance in case of any emergency situations, such as fire, typhoon, or natural calamities;
9. Shall provide a roving Guard Supervisor that will monitor the detailed Security Guards on a regular basis (per shift); and
10. Perform their tasks in accordance with the Eleven General Orders, Code of Ethics and Code of Conduct of Security Guards as stated in RA 5487 (Act Governing the Organization 13 and Management of Private Security Agencies;

## 4. Guard Forces

The **Security Company** shall initially provide the **Client** with two (2) duly qualified and licensed security guards, which must first be pre-approved by the **Client**. Each shall render service for a period of twelve (12) hours per day for at least six (6) days per week inclusive of the 13<sup>th</sup> month and overtime pay.

**The GUARDS are entitled to not less than one rest day per week. A rest day is defined as a continuous period of not less than 24 hours during which the GUARD is entitled to abstain from working for his employer.**

When the guards are reporting, they shall wear the proper uniform-white top and dark blue pants and must bear licensed firearm.

## 5. Manpower Qualifications

The Security Guards (SG) shall have the following qualifications:

1. At least High School Graduate;
2. Of good moral character and reputation, courteous, alert and without criminal or police record;
3. Physically and mentally fit;
4. At least five feet two inches (5'2") in height;
5. Duly licensed and properly screened and cleared by the Philippine National Police (PNP), National Bureau of Investigation (NBI), and other government offices issuing clearance for employment;
6. In proper uniform and with other security paraphernalia such as flashlight, hand held radio, night stick, whistle, metal detector and other essential security paraphernalia;
7. Armed with appropriate and functional rifle, shotgun, pistol or revolver, with sufficient ammunition at all times during hours of duty;
8. Must have passed the Neuro-Psychiatric Exam;

The **Client** must be furnished a copy of the license, clearance and result of examination or test mentioned, above for this contract.



## 6. Obligations and Responsibility of the Security Company

The Security Company shall comply with the following obligations and responsibilities:

1. Assume all losses in their areas of responsibility due to negligence/pilferages and negligence of their security guards after thorough investigation;
2. Assume full responsibility for the acts of its SGs during performance of their duties;
3. Cooperate with the Client's official investigation of any suspected criminal activity or in case of theft or similar incidents in their assigned area;
4. Be responsible for the safety of their SGs in the performance of their duties in providing security services to the Client;
5. Provides the total number of guards required in the assigned area shift per Item 3 hereof;
6. Provide each SG on posts with appropriate firearm, handheld radio and metal detector at all times and ensure that said equipment conform to the applicable standards and covered with appropriate and valid licenses and documents;
7. Shall conduct a physical security survey and inspection prior to the posting of the guards to define the areas, buildings and other structures considered critical and vulnerable;
8. The Security Agency shall not change or replace the SG without prior notice at least three (3) working days, and approved by the Client;
9. Have the SG change or replaced at any time upon request of the Client agency for justifiable reasons including those with discourteous and disrespectful behavior, and,
10. Must provide their security guards with contact numbers of the PNP, BFP and hospitals for ready reference and use during emergency cases.

## 7. Equipment Requirements

To be installed at/near the guard's posts (Main Gate and DBM Lobby):

1. 2 units – Hand-held 2-way radio;
2. 2 units – Rechargeable heavy-duty LED flashlights;
3. Rain boots (for each security guard);
4. 2 pieces – Big Umbrellas;
5. 2 pieces – Raincoat;
6. 2 units – Night stick;
7. 2 units – Standby flood lights
8. 2 units – Metal detector

## 8. Mode of Payment

For and in consideration of the above services and during the effectivity of this Contract, the **Client** shall pay the **Security Company** the sum of **EIGHT HUNDRED FIFTY-NINE THOUSAND EIGHT HUNDRED THIRTY-FIVE PESOS AND 24/100 (Php859,835.24)** for the duration of eleven (11) calendar months.

The **Client** agrees to pay the **Security Company** in accordance with the authorized compensation and as embodied in this contract subject to the accounting and auditing rules and regulations chargeable against the Regional Funds, MOOE but subject to availability of funds.

It is understood that the portion of the above consideration equivalent to the amount to which the security guards are entitled by way of salary, 13<sup>th</sup> Month pay and Overtime pay compensation shall be received by the **Security Company** from the **Client** in trust only for said guards.

## 9. Supervision and Control

The **Security Company** shall exercise strict discipline, close supervision and exclusive control and administration over its guards 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 security and safety is concerned, the **Client** shall exercise supervision and control over the guards.



## 10. Liability to Guards and Third Parties

The **Security Company** is NOT an agent or employer of the **Client** and the guards to be assigned by the **Security Company** to the **Client** are in no sense employees of the latter as they are for all intents and purposes employees of the **Security Company**. Accordingly, the **Client** shall not be responsible for any and all claims for personal injury or death caused to any of the guards or to any third party where such injury or death arises out of or in the course of performance of guard duties.

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

12. All the guards assigned or on-duty shall always wear their uniforms and bear licensed firearms and failure to comply with this condition may be used as a ground for termination of this contract.

## 13. Replacement of any Guard

The **Client** has the prerogative to have a guard changed or replaced at any time whose work it finds and believe to be below standard, or whose conduct or behavior is unsatisfactory, or is prejudicial to its interest, as determined by the **Client**.

## 14. Employment Restriction

The **Client** shall not employ, directly nor indirectly, any of the **Security Company's** officers, employees and former employees who have been out of the **Security Company** for less than ten (10) months during the time of their contract or within ten (10) months after its termination.

## 15. Terms of Contract

This Contract shall take effect on **February 1, 2026 to December 31, 2026** and shall be for a period of eleven (11) months from said date subject to extension on the condition that the company satisfactorily performed its obligations.

16. All judicial and extra-judicial expenses which shall be incurred by the **Security Company** in connection with the performance by its guards of their duties and functions shall be for the account of the **Security Company**.

## 17. Settlement of Disputes

If any dispute of 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 this 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.

## 18. 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 day of \_\_\_\_\_ at \_\_\_\_\_, Philippines.

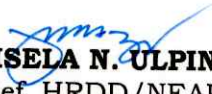
Department of Education  
Region IV-A CALABARZON


Corregidor Veterans Security  
Agency, Inc.

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

  
**ROSSANO D. CABALAG**  
Authorized Representative

SIGNED IN THE PRESENCE OF:

  
**JISELA N. ULPINA**  
Chief, HRDD/NEAP-R  
DepEd Region IV-A CALABARZON

  
**JOSEPH KIRBY L. HERNANDEZ**  
Security Director for Operation

Republic of the Philippines  
\_\_\_\_\_ S.S.  
**QUEZON CITY**

ACKNOWLEDGMENT

**QUEZON CITY**


**BEFORE ME**, a Notary Public for and in the City of \_\_\_\_\_, this **29 JAN 2026**, personally appeared:

Name	Identification No.	Expiration Date
<u>Atty. Alberto T. Escobarte</u>	<u>DepEd Office ID No. 4529876</u>	_____
<u>Rossano D. Cabalag</u>	_____	_____

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.

  
**ATTY. AVERILL V. CUBACUB**  
Notary Public Quezon City  
Roll No. 79685  
IRE No. 008423 / 1-5-25 / Bulacan  
PTR No. 0078602 / 1-5-26 / Q.C.  
ACRE Compliance No. WSA-0014511  
Commission 13-14-2024 valid until Oct 16-2026  
Admin Matter No. NP-528 (2025-2026)  
Valid until December 31, 2026.  
Office Add. 137 ACRE Building, Malakas St.,  
Brgy. Central Diliman, Quezon City

Doc. No. ...**202**  
Page No. ...**33**  
Book No. ...**1**;  
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