



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



PU-LRER01-2026-16

February 23, 2026

ATTY ALBERTO T. ESCOBARTE, CESO II
Regional Director
DepEd IVA CALABARZON

S I R:

DepEd Regional Office IV-A CALABARZON through the Procurement Unit, has undertaken Small Value Procurement (SVP) for the **FOOD AND ACCOMMODATION FOR THE COMPETENCY ENHANCEMENT TRAINING FOR REGIONAL EMPLOYEES CENTRE LEVEL 1 (CONDUCT OF CAPACITY BUILDING FOR LEVEL 1 PERSONNEL OF THE REGIONAL OFFICE ON EFFECTIVE SERVICE DELIVERY COURSE 2) ON MARCH 23-25, 2026**. 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 February 23, 2026, during the opening and evaluation of submitted quotations, the following two (2) bidders submitted their quotations as follows:

BIDDER	AMOUNT OF BID	REMARKS
Red Hotel, Inc.	Php293,265.00	Non-Complying (Unfilled Total Cost in the Technical Specification)
Selah Pods Hotel, Inc.	Php294,000.00	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 **SELAH PODS HOTEL, INC.** with a proposed quotation amounting to **Two Hundred Ninety-Four Thousand Pesos (Php294,000.00)**. 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 **SELAH PODS HOTEL, INC.** in the amount of **Two Hundred Ninety-Four Thousand Pesos (Php294,000.00)**.

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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Certificate No.



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“ANNEX A”

QUOTATION EVALUATION REPORT

Project Title: FOOD AND ACCOMMODATION FOR THE COMPETENCY ENHANCEMENT TRAINING FOR REGIONAL EMPLOYEES CENTRE LEVEL 1 (CONDUCT OF CAPACITY BUILDING FOR LEVEL 1 PERSONNEL OF THE REGIONAL OFFICE ON EFFECTIVE SERVICE DELIVERY COURSE 2)	
Date of Activity: MARCH 23-25, 2026	
Approved Budget for the Contract: Two Hundred Ninety-Four Thousand Pesos (Php294,000.00).	
Mode of Procurement: Small Value Procurement (SVP)	
Name of Bidder: SELAH PODS HOTEL, INC.	
Bid Price: Two Hundred Ninety-Four Thousand Pesos (Php294,000.00).	Date of Opening and Evaluation: February 23, 2026

Date Posted in the PhilGEPS: February 19, 2026		
Date Posted in the Office Website and Conspicuous Bulletin: February 18, 2026 to February 23, 2026		
RFQ sent to five (5) prospective suppliers:		
<ol style="list-style-type: none"> 1. Selah Pods Hotel Manila; 2. The Linden Suites; 3. Sales and Events - Eco Hotel; 4. Red Hotel, Inc.; and 5. Madison 101 Hotel. 		
SUBMITTED QUOTATION/S:		
Name of Bidder	Amount of Bid	Remarks
Red Hotel, Inc.	Php293,265.00	Non-Complying (Unfilled Total Cost in the Technical Specification)
Selah Pods Hotel, Inc.	Php294,000.00	Complying

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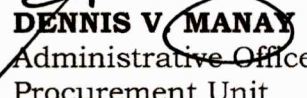
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LEGAL DOCUMENTS			
Documents Evaluated	Present	Absent	Findings/Remarks
Business/Mayor's Permit	✓		Comply
PhilGEPS Registration Number	✓		Comply
Latest Income/Business Tax Return or Tax Clearance	✓		Comply
Notarized Omnibus Sworn Statement (OSS)	✓		Comply
Specifications	✓		Comply

Based on the findings above cited, **SELAH PODS HOTEL, INC.** has submitted all the documents required. The undersigned **RECOMMEND** that the contract be awarded to **SELAH PODS HOTEL, INC.** being compliant to the requirements declared as the Single Calculated and Responsive Quotation (SCRQ).

Submitted for the consideration of the Head of the Procuring Entity (HoPE) this February 23, 2026, at Cainta, Rizal.


JOCELYN L. MARTIN
 Administrative Officer IV
 Procurement Unit


DENNIS V. MANAY
 Administrative Officer II
 Procurement Unit