



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 REGIONAL OFFICE IV-A CALABARZON**, a component field office of the government entity known as the Department of Education organized under existing Philippine laws with office address at Gate 2, Karangalan Village, Cainta, Rizal and herein represented by its Regional Director, **CARLITO D. ROCAFORT**. It shall be referred in this agreement as the **CLIENT**.

-and-

**M.I. SEVILLA RESORT**, a domestic corporation duly registered under the Philippine laws, with principal address at Purok Jasmin, Brgy. Domoit, Lucena City, represented herein by its Owner, **MS. MIRADETH I. SEVILLA**, hereinafter referred to as the **HOTEL COMPANY**.

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

**QUOTATION EVALUATION REPORT**

Project Title: <b>LEASE OF VENUE WITH FOOD AND ACCOMMODATION REGIONAL TRAINING OF ALTERNATIVE LEARNING SYSTEM (ALS) TEACHERS AND IMPLEMENTERS ON THE REVISED ALS K TO 10 CURRICULUM</b>	
Date of Activity: <b>MAY 13-15, 2026</b>	
Approved Budget for the Contract: <b>One Million One Hundred Ninety-Four Thousand Pesos (Php1,194,000.00)</b>	
Mode of Procurement: <b>Lease of Real Property and Venue</b>	
Name of Bidder: <b>M.I. SEVILLA RESORT</b>	
Bid Price: <b>One Million One Hundred Thirty-Three Thousand One Hundred Six Pesos (Php1,133,106.00)</b>	Date of Opening and Evaluation: <b>April 20, 2026</b>
Date Posted in the PhilGEPS: <b>N/A</b>	
Date Posted in the Office Website and Conspicuous Bulletin: <b>N/A</b>	



Address: Gate 2, Karangalan Village, Cainta, Rizal  
 Telephone No.: 02-8682-2114  
 Email Address: region4a@deped.gov.ph  
 Website: depedcalabarzon.ph



Certificate No. PHP QMS  
 22 93 0085

**RFQ sent to three (3) prospective suppliers:**

1. M.I. Sevilla Resort;
2. Ouan's Worth Farm and Family Resort Corporation; and
3. Central Plaza Hotel.

**SUBMITTED QUOTATION/S:**

<b>Name of Bidder</b>	<b>Amount of Bid</b>	<b>Remarks</b>
M.I. Sevilla Resort	Php1,133,106.00	Complying and Lone Bidder

**LEGAL DOCUMENTS**

<b>Documents Evaluated</b>	<b>Present</b>	<b>Absent</b>	<b>Findings/Remarks</b>
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

On April 21, 2026, the end-user submitted its ocular inspection. Based on the Ocular Inspection report as follows:

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*"Based on the ocular inspection results for the potential venue - M.I. Sevilla Resort, it obtained a high overall factor value of 93.95%, demonstrating strength in availability and notably high in three other factors.*

*The potential venue can accommodate a maximum of 600 participants, wherein the activity expects 199 participants to attend. There are eleven (11) session halls available in the venue which will suffice for the required five (5) breakout rooms. Each hall has LCD projectors, wide screens, microphones and necessary equipment to ensure smooth flow of sessions. These factors indicate readiness to host the activity entitled "Regional Training of Alternative Learning System (ALS) Teachers and Implementers on the the Revised ALS K to 10 Curriculum which is a large-scale DepEd event with minimal logistical concerns."*

The report containing the result of the evaluation and its attachments is attached hereto as Annex "A" made an integral part hereof;

Based on the findings above cited, **M.I. SEVILLA RESORT** has submitted all the documents required. The undersigned **RECOMMENDS** that the contract be awarded to **M.I. SEVILLA RESORT** 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 "**REGIONAL TRAINING OF ALTERNATIVE LEARNING SYSTEM (ALS) TEACHERS AND IMPLEMENTERS ON THE REVISED ALS K TO 10 CURRICULUM ON MAY 13-15, 2026**" and has accepted the bid/quotation of the Hotel Company for the food and accommodation in the sum of **ONE MILLION ONE HUNDRED THIRTY-THREE THOUSAND ONE HUNDRED SIX PESOS (Php1,133,106.00)**. (Hereinafter called "the Contract Price").

**NOW, THEREFORE**, for and in consideration of the foregoing premises of the mutual covenants and provisions hereafter set forth, the parties hereto have agreed and do hereby mutually agree as follows:

Section 1  
**Documents deemed part**

All documents submitted by Hotel 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) Letter of Recommendation;
- b) Quotation Evaluation Report;
- c) Ocular Inspection for Lease of Venue;
- d) Request for Quotation;
- e) Technical Specifications;
- f) 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.

Section 2  
**Responsibilities of the Hotel Company**

The **Hotel Company** shall:

1. Provide food and accommodation on May 13-15, 2026 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. Maintain that all of the services to be performed under or pursuant to this contract shall be of the standard and quality which prevail among similar businesses and organizations of superior knowledge and skill engaged in providing similar services under the same or similar circumstances.
3. Provide with personnel to:
  - 3.1 maintaining cleanliness in the function hall, restrooms, sleeping quarters, hallway, coffee/tea area and dining area;
  - 3.2 provision for backdrop for the activity; and Tarpaulin display at Project Site, not to exceed 3" x 4"; optional for Projects not exceeding 5 days (COA Circ. 2013-004);
  - 3.3 with appropriate and sufficient parking area for VIPs and guests;
  - 3.4 with 24-hour security, front-desk and housekeeping services;
  - 3.5 Can fetch/transport the Regional Personnel from Regional Office to the venue back and forth.
  - 3.6 Tarpaulin 6ft x 8ft as complementary.
4. Do such other acts which are necessary in the performance of the above functions as well as those obligations arising from this contract.

Section 3  
**Responsibilities of the Client**

The **Client** shall:

- e. Podium/lectern, etc.
- 2.5 Unlimited access to internet / Wi-Fi in all areas of venue; with **high-quality connectivity**;
- 2.6 No pillars in the middle of the function room;

**3. The Room Accommodation shall be:**

- 3.1 **At least three (3) single/double bed, no sharing of bed;**
- 3.2 **At least triple sharing rooms for participants;**
- 3.3 No bed mattress on the floor;
- 3.4 24-hours hot and cold shower, clean beddings, rooms and restrooms;

Section 6  
**Use of Hotel Parking Space**

The **Hotel Company** shall allow the use of its parking space to the participants free of charge.

Section 7  
**Termination of Contract**

Any party may terminate this Contract based on the grounds provided and after compliance of Section 71 (Contract Implementation and Termination) and its Implementing Rules and Regulation of Republic Act 12009.

Section 8  
**Alternative Dispute Resolution (ADR) Clause**

Both parties entered into this agreement in the spirit of mutual trust and understanding. The parties intend that all unforeseen matters, issues, and concerns that will arise in the future shall be resolved with mutual understanding. In case of conflict/dispute between the parties, it shall be resolved in a peaceful and amicable manner. Every earnest effort shall be made to amicably settle the conflict/dispute through peaceful dialogue and negotiation to accommodate the policies and intention of both parties.

In case of failure to settle the conflict/dispute through peaceful and amicable manner, such conflict/dispute shall be submitted for arbitration/mediation in accordance with Republic Act No. 9285, known as *Alternative Dispute Resolution Act of 2004*. Both parties mutually agree that the decision of the designated/chosen arbitrator/mediator is binding to them. The place of arbitration/mediation is exclusively in Cainta, Rizal.

No legal action may be instituted in any court/tribunal/quasi-judicial body unless the arbitration/mediation has failed or waived by both parties in writing. Legal action for breach of this agreement shall only be instituted in the courts of competent jurisdiction in Cainta, Rizal to the exclusion of all other courts outside the judicial region.

Section 9  
**Capacity and Authorization**

The signatories to this contract hereby represent and warrant that they are 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.

Section 10  
**Other conditions of the contract**

- a. In case of damage to the property of the participants of the **Client** caused by negligence of the personnel of the **Hotel Company**, the **Hotel Company** shall be liable for the damages;
- b. Necessary medical services and facilities shall be the responsibility and for the account of the **Hotel Company**; and
- c. The **Hotel Company** shall cause the notarization of this contract.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands, this day of MAY 07 2025 at ANTIPOLO CITY, Philippines.


**Department of Education  
Region IV-A CALABARZON**

  
**CARLITO D. ROCAFORT**  
Regional Director

**M.I. SEVILLA RESORT**

  
**MS. MIRADETH I. SEVILLA**  
Owner

SIGNED IN THE PRESENCE OF:

  
**VIERNALYN M. NAMA**  
Chief, CLMD  
DepEd Region IV-A CALABARZON

  
**JAMIE LYNN C. CARTER**

REPUBLIC OF THE PHILIPPINES )  
 ) SS.

ANTIPOLO CITY

**ACKNOWLEDGMENT**

**BEFORE ME**, a Notary Public for and in the City of ANTIPOLO CITY, this ~~MAY 07 2026~~, personally appeared:

Name	Identification No.	Expiration Date
<u>Carlito D. Rocafort</u>	National ID No. 4094-7168-5748-1492	
<u>Miradeth I. Sevilla</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 seven (7) 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.

Doc. No. 171...;  
Page No. 36;  
Book No. 7...;  
Series of 2026.

<p><b>ATTY. KELVIN P. MATIB</b>  Notarial Commission No. 26-05  Until December 31, 2027  For Antipolo City, Taytay, and Cainta, Rizal  Roll No. 78066  IBP No. 572854; December 26, 2025  PTR No. 10073598; January 12, 2026; Antipolo City  MCLE Compliance No. VIII-0000047; Until April 14, 2028  Email Address: matiblawnotarypublic@gmail.com</p>
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