



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



PU-LRER01-2026-107

July 30, 2026

CARLITO D. ROCAFORT
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 **CATERING SERVICES AT NEAP-RELC, MALVAR, BATANGAS FOR THE WRITESHOP ON THE DEVELOPMENT OF ACCREDITATION & EQUIVALENCY (A&E) JUNIOR HIGH SCHOOL (JHS) MODULES AND SESSION GUIDES** on **AUGUST 17-21, 2026**. Pursuant to the Office Memorandum No. DEPED-4A-PU-OM-2026-67 dated March 30, 2026, which authorizes the Procurement Unit (PU) to undertake this project, the PU proceeded with the procurement process.

On July 30, 2026, during the opening and evaluation of submitted quotation, one (1) bidder submitted its quotation, **MIRADETH I. SEVILLA CATERING SERVICES** in the amount of **Three Hundred Thirty-One Thousand Nine Hundred Fifty-Eight Pesos (Php331,958.00)**.

That based on the **QUOTATION EVALUATION REPORT** prepared by the Procurement Unit, it was determined that the Single Calculated and Responsive Quotation (SCRQ) is **MIRADETH I. SEVILLA CATERING SERVICES** with a proposed quotation amounting to **Three Hundred Thirty-One Thousand Nine Hundred Fifty-Eight Pesos (Php331,958.00)**. 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 **MIRADETH I. SEVILLA CATERING SERVICES** in the amount of **Three Hundred Thirty-One Thousand Nine Hundred Fifty-Eight Pesos (Php331,958.00)**.

Very truly yours,

JOCELYN L. MARTIN
Administrative Officer IV
Procurement Unit

DENNIS V. MANAY
Administrative Officer II
Procurement Unit

☒ **APPROVED** ☐ **DISAPPROVED:**

CARLITO D. ROCAFORT
Head of the Procuring Entity

08F/ROA/JLCC



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"ANNEX A"

QUOTATION EVALUATION REPORT

Project Title: CATERING SERVICES AT NEAP-RELC, MALVAR, BATANGAS FOR THE WRITESHOP ON THE DEVELOPMENT OF ACCREDITATION & EQUIVALENCY (A&E) JUNIOR HIGH SCHOOL (JHS) MODULES AND SESSION GUIDES	
Date of Activity: AUGUST 17-21, 2026	
Approved Budget for the Contract: Three Hundred Thirty-Five Thousand Seven Hundred Fifty Pesos (Php335,750.00)	
Mode of Procurement: Small Value Procurement (SVP)	
Name of Bidder: MIRADETH I. SEVILLA CATERING SERVICES	
Bid Price: Three Hundred Thirty-One Thousand Nine Hundred Fifty-Eight Pesos (Php331,958.00)	Date of Opening and Evaluation: July 30, 2026

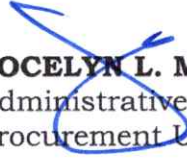
Date Posted in the PhilGEPS: July 24, 2026		
Date Posted in the Office Website and Conspicuous Bulletin: July 23, 2026 to July 29, 2026		
RFQ sent to four (4) prospective suppliers: 1. Louie and Chit Restaurant and Event Center; 2. Jun & Cristy Catering Services; 3. M.I. Sevilla Catering; and 4. Gerly's Catering.		
SUBMITTED QUOTATION/S:		
Name of Bidder	Amount of Bid	Remarks
Miradeth I. Sevilla Catering Services	Php331,958.00	Complying and Lone Bidder

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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	✓		Comply
Specifications	✓		Comply

Based on the findings above cited, **MIRADETH I. SEVILLA CATERING SERVICES** has submitted all the documents required. The undersigned **RECOMMENDS** that the contract be awarded to **MIRADETH I. SEVILLA CATERING SERVICES** 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 July 30, 2026 at Cainta, Rizal.


JOCELYN L. MARTIN
 Administrative Officer IV
 Procurement Unit


DENNIS V. MANAY
 Administrative Officer II
 Procurement Unit