



Embassy of the Republic of the Philippines  
Pasuguan ng Pilipinas  
Seoul

## **REQUEST FOR QUOTATION**

The Philippine Embassy in Seoul, Republic of Korea is inviting companies to submit quotations for its procurement of contract for supply and delivery of supplies during the *Palarong Pinoy* and Family Day 2024, in accordance with the “Guidelines for the Procurement of Goods and Services, Infrastructure Projects and Consulting Services to be Procured and Performed Overseas”, as approved by the Government Procurement Policy Board (GPPB) in its Resolution No. 28-2017 dated 31 July 2017.

The terms of reference of the project are listed on **Annex A**.

The last day for the submission of quotations is on Friday, 16 August 2024, at 5:00 p.m. Interested suppliers may send their duly signed proposals to **seoulpe@philembassy-seoul.com** and attention it to **Ms. Anna Gabriella E. Guinto**.

For further inquiries, please contact the Philippine Embassy at telephone number (02)788-2100/2101 ext. 142.

The Embassy of the Philippines  
Seoul, Republic of South Korea

14 August 2024

## **SUPPLY AND DELIVERY OF SUPPLIES DURING PALARONG PINOY AND FAMILY DAY 2024**

The Embassy of the Philippines intends to engage the services of a reputable supplier to provide the necessary supplies for the Palarong Pinoy 2024 in Pyeongdong Wolcheon Park, Gwangju on 18 August 2024.

### ***I. Background***

The Philippine Embassy will organize its “*Palarong Pinoy* (Filipino games) and Family Day” event for the second time due to the successful hosting of the event last year at the Yongsan Family Park in Seoul. The event intends to celebrate multiculturalism and creatively present the rich heritage and culture of the Philippines, showcasing traditional Filipino games and activities.

Details of the event is as follows:

1. Date : 18 August 2024 (Sunday)
2. Time : 08:00AM until 5:00PM (including egress)
3. Venue : Pyeongdong Wolcheon Park, 286  
Pyeongdongsandanru, Gwangsangu, Gwangju
4. Number of pax : 500 persons

### ***II. Scope of Work***

The Supplier is responsible for the following:

1. To provide the necessary supplies for the event;
2. To ensure the delivery of the necessary supplies on the agreed schedule

### ***III. Deliverables***

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QUANTITY (minimum number required)</b>	<b>REMARKS</b>
Packed Lunch (food)		100 packs	With rice, 2 dishes  Individually packed, with disposable spoons and forks
Bottled Water	At least 300ml per pack	800 bottles	

Ion Supply Drink	At least 350ml per bottle	20 pieces	
Ice Bags	At least 500g per pack	20 bags	
Gwangju-accredited garbage bags	At least 30L capacity per piece	20 pieces	

**IV. Schedule of Ingress and Egress**

The Supplier shall follow the following schedule:

- a. For bottled waters, ion supply drinks, ice bags and garbage bags – 18 August 2024, 7:00AM
- b. For packed lunch – 18 August 2024, 10:45AM

The above-mentioned schedule may be negotiated, as agreed upon by the Embassy and the Supplier.

**V. Terms of Payment**

Payment shall be made within seven (7) days after the event and fulfillment of the contract.