



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 flight tickets for the members of The Chocolate Chamber of Cebu for official events of the Embassy, 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, 28 June 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

26 June 2024

# PROCUREMENT OF FLIGHT TICKETS FOR THE MEMBERS OF THE CHOCOLATE CHAMBER OF CEBU FOR OFFICIAL EVENTS OF THE EMBASSY

## Terms of Reference

The Embassy of the Philippines intends to engage the services of a reputable Company for the procurement of flight tickets for the members of The Chocolate Chamber of Cebu who will be travelling to Seoul, ROK on 06 to 10 July 2024 for official events of the Embassy.

### ***I. Objective***

To procure flight tickets for the five (5) members of The Chocolate Chamber who will be travelling from Cebu, Philippines to Seoul, ROK from 06 to 10 July 2024 for official events of the Embassy in connection with the celebration of World Chocolate Day and commemoration of 75<sup>th</sup> anniversary of Philippines-Korea diplomatic relations.

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

The Company shall reserve and book the flights of the five (5) members of The Chocolate Chamber. Below are the pertinent specifications required by the Embassy:

#### **A. Route**

- i. Cebu, Philippines to Incheon, ROK, Incheon, ROK to Cebu, Philippines (direct flights only)

#### **B. Flight Schedule**

- i. Departure date and time – 06 July 2024 (Saturday), between 0000H (12:00AM) to 0300H (03:00AM)
- ii. Return date and time – 10 July 2024 (Wednesday), between 2100H (09:00PM) to 2300H (11:00PM)

#### **C. Luggage Allowance**

- i. Hand-carry luggage – 1 piece, at least 7 kilograms
- ii. Checked-in luggage – 1 or 2 pieces, at least 23 kilograms

### ***III. Terms of Payment***

Full payment within seven (7) days after fulfillment of contract via bank deposit.