



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 lease of venue (accommodations) 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 CONTRACT FOR LEASE OF VENUE (ACCOMMODATIONS) 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 Hotel for the lease of venue (accommodations) for The Chocolate Chamber of Cebu for the Embassy's official events in connection with the celebration of World Chocolate Day and commemoration of the 75<sup>th</sup> Anniversary of Philippines-Korea Diplomatic Relations.

***I. Objective***

To lease a suitable venue (accommodations) for the members of The Chocolate Chamber who will be in Seoul, ROK from 06 to 10 July 2024.

***II. Scope of Work***

The venue (accommodations) should have the following:

A. Provision of the following room type:

- i. Quad Room
- ii. Standard Twin Room

B. Breakfast included in room rate, either buffet or ala carte

- i. Four (4) persons for Quad Room
- ii. Two (2) persons for Standard Twin Room

C. Should have one (1) room each available for the following dates:

- i. Check-in : 06 July 2024
- ii. Check-out : 10 July 2024

***III. Terms of Payment***

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