



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

24 October 2025

Dear Mr. Lee,

Please be informed that, per Notice of Award dated 23 October 2025, issued by the Head of Procuring Entity, your company, **MICEBRO**, is hereby given this Notice to Proceed in connection with the procurement of a short-term contract for the lease of office equipment for the Philippine Delegation Secretariat during APEC Economic Leaders' Week, upon signing of the Contract.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the Government Procurement Act of 2003.

Very truly yours,


BERNADETTE THERESE C. FERNANDEZ
Ambassador and Head of Procuring Entity

Mr. CHAN WOOK LEE

Manager, MiceBro
263A, 55 APEC-ro, Haeundae-gu, Busan
E-mail: lcc2929@naver.com
Contact no.: 010-2883-0076

General service standard contract		Contract Number			
		20251025-01			
C O N T R A C T O R	Client	-EMBASSY OF THE REPUBLIC OF THE PHILIPPINES -BERNADETTE THERESE C. FERNANDEZ Ambassador			
	Contracting Party	.Business Name: MICEBRO .Business Registration Number: 862-86-02870 .263A, 55APEC-ro,Haeundae-gu, Busan, Korea .Representative: MUYEOL HA Tel:051-740-8800 .Swift Code: NACFKRSEXXX			
C O N T E N T S	Service Name	PRINTER RENTAL			
	Contract Amount (\$)	\$ 892.86 (VAT included)			
	Contract Amount (₩)	₩ 1,250,000 (VAT included)			
	Contract Duration	2025.10.25 ~ 2025.11.02			
	Delivery Location	Signiel Busan & Gyeongju, Republic of Korea			
	Other Provisions	[Additional Technician (if required)] A technician will be stationed on-site from 09:00 to 18:00. -KRW 250,000 for Korean-speaking technicians. -KRW 530,000 for English-speaking technicians. -06:00 – 09:00: Additional charge of KRW 20,000 per hour -18:00 – 23:00: Additional charge of KRW 30,000 per hour [Call-out Service] Busan: Free of charge between 09:00 and 18:00. Gyeongju: KRW 150,000 per visit between 09:00 and 18:00. - before 09:00 or after 18:00 : Additional charge of KRW 50,000 per visit will apply (applies to both Busan and Gyeongju).			
<p>The head of the central authority (contracting officer) and the contracting party hereby enter into the entrusted service contract as outlined in the attached contract document. They assure to faithfully fulfill their contractual obligations in good faith. As evidence of this contract, a written contract shall be prepared, signed by both parties, with each retaining one copy. The general terms of the service contract, whether attached to this contract document or not, shall apply, including the "General Conditions of Service Contracts" [Ministry of Economy and Finance Contract Guidelines No. 582, December 1, 2021].</p> <p>※ Attached hereto is a separate copy of the PHILEMBASSY SEOUL QUOTATION_2025.10.13.</p> <p style="text-align: center;">2025. 10. 25.</p> <p> Contractor : EMBASSY OF THE REPUBLIC OF THE PHILIPPINES Representative : BERNADETTE THERESE C. FERNANDEZ Ambassador Counterparty : MICEBRO Representative : Muyeol Ha </p>					
List of Goods					
Item Name	Quantity	Unit Price	Amount (\$)	Amount (₩)	VAT
PRINTER RENTAL	1	829.86 Dollars	829.86 Dollars	1,250,000 Woon	included