



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

11 February 2026

Dear Mr. Bae,

Please be informed that, per Notice of Award dated 09 February 2026, issued by the Head of Procuring Entity, your company, **OLGA KOREA CO., LTD.**, is hereby given this Notice to Proceed in connection with the procurement of a contract for the supply and delivery of personalized handkerchiefs and large tote bags as tokens for official use of the Embassy 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.

Sincerely yours,


BERNADETTE THERESE C. FERNANDEZ
Ambassador and Head of Procuring Entity

Mr. GEUN WOO BAE

CEO, Olga Korea Co., Ltd.
8F Unit 805-808, Decent 1976 Knowledge Industry Center
307 Waryong-ro, Seo-gu, Daegu
Tel. No.: 070-7919-2363

Through: **Mr. Min-Ah Park**
Assistant Manager
6team@olgakorea.com

CONTRACT

The Contract for the Supply and Delivery of Personalized Handkerchiefs and Large Tote Bags as Tokens for Official Use of the Embassy ("Contract") is entered into between the **EMBASSY OF THE REPUBLIC OF THE PHILIPPINES** in Seoul ("*Embassy*"), with its office at 80 Hoenamu-ro, Yongsan-gu, Seoul 04346, represented by Ambassador Bernadette Therese C. Hernandez, and **OLGA KOREA CO., LTD.** ("*Supplier*"), with its office at 8F Unit 805-808, Decent 1976 Knowledge Industry Center, 307 Waryong-ro, Seo-gu, Daegu represented by Mr. Geun Woo Bae, jointly known as "*Parties*".

I. Scope of Work

The Supplier agrees to supply and deliver one hundred (100) personalized handkerchiefs and one hundred (100) personalized large tote bags in accordance with the technical specifications set in the terms of reference and Section 2 of this contract.

II. Specifications

Handkerchief	
<i>Size</i>	60cm x 60 cm
<i>Color of Base Material</i>	White
<i>Material</i>	At least 60 count 100% cotton
<i>Color</i>	Ivory / Cream
<i>Packaging</i>	Individual kraft envelope, 16 cm x 16 cm

Large Tote Bag	
<i>Size</i>	Height: 37 cm Length: 35 cm
<i>Handle Size/Length</i>	21.5 cm
<i>Material</i>	Canvas cotton
<i>Weight (approx.)</i>	140 g
<i>Packaging</i>	Individual OPP plastic

III. Design Printing

The Supplier shall print the provided design, via full color printing, of the artwork "Magkapamilya #2" by Eric Yance Iriola:

For the large tote bag:



For the handkerchief:



The printing specifications are as follows:

- A. Handkerchief – full product colored printing
- B. Large Tote Bag – full color printing, 280 x 180 mm

IV. Deliverables

- a. The Supplier shall supply and deliver one hundred (100) pieces each of handkerchiefs and large tote bags in ivory/cream color with full printing of the provided design.
- b. The delivery location of the handkerchiefs and large tote bags is the Embassy of the Philippines, 80 Hoenamu-ro, Yongsan-gu, Seoul 04346.

V. Delivery Schedule

The Supplier shall deliver 100 handkerchiefs and 100 large tote bags to the designated delivery location on or before 27 February 2026.

VI. Contract Price

The Embassy agrees to pay **One Million One Hundred Eight Thousand Nine Hundred Ninety Korean Won (KRW 1,108,990)** for one hundred (100) handkerchiefs and one hundred (100) large tote bags, with full-color printing of the provided design.

VII. Terms of Payment

Payment shall be made within ten (10) days after fulfillment of the contract and upon receipt of the invoice. The Embassy shall deposit the payment to the Supplier's bank account with the following details:

- a. Account Name : **Olga Korea Co., Ltd.**
- b. Account Number : **028-502891-04-019**
- c. Bank : **Industrial Bank of Korea (IBK)**

VII. Miscellaneous

The Embassy and the Supplier agree to the following:

- a. *No Employer-Employee Relationship.* Nothing in the contract is intended or deemed to create any employment, partnership, agency, or joint venture between the parties.
- b. *Additional Services.* Any additional services ("Additional Services") must be requested by either Party in writing and subject to the availability of suppliers and contractors in Seoul, South Korea.
- c. *Government Auditing Rules and Regulations.* The relevant accounting and auditing rules of the Government of the Republic of the Philippines shall cover this Contract.

VIII. Severability

Should any provision of this contract be determined to be void, invalid, unenforceable, or illegal for whatever reason, such provision(s) shall be null and void; provided, however, that the remaining provisions of this contract shall be unaffected thereby and shall continue to be valid and enforceable.

IX. Termination

If either the Embassy or the Supplier breaches its obligations under this Contract, the other party may terminate this agreement by providing the breaching party with at least thirty days' written notice, except that such notice will not lead to termination if the breaching party remedies the breach before the thirty-day period ends.

X. Settlement of Disputes

The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the contract or its breach, termination, or invalidity.

XI. Observation of Laws

Both parties shall comply with the relevant laws and regulations of the Republic of Korea and the Republic of the Philippines in performing this contract.

XII. Immunity

Nothing in the contract shall be construed as a waiver by the Embassy of its diplomatic or consular immunity, as recognized under international law and the national laws of the Republic of Korea.

XIII. Entire Contract

This Contract constitutes the entire Contract between the Parties. No modification or amendment of this Contract shall be effective unless in writing and signed by both Parties.

11 FEBRUARY 2026

[EMBASSY]


**BERNADETTE THERESE C.
FERNANDEZ**
Ambassador

Embassy of the Republic of the Philippines

[SUPPLIER]


GEUN WOO BAE
CEO
Olga Korea Co., Ltd.