



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

28 April 2026

Dear Mr. Lee,

Please be informed that per Notice of Award dated 19 April 2026, issued by the Head of Procuring Entity, your company, **PIEDAY CATERING**, is hereby given this Notice to Proceed in connection with the procurement of a contract for professional catering services during the East Asian-Australasian Flyway Partnership (EAFP) World Migratory Bird Day Reception on 14 May 2026, upon signing of the Contract.

This Notice is issued in accordance with the 2025 Implementing Rules and Regulations of Republic Act No. 12009, otherwise known as the New Government Procurement Act.

Sincerely yours,


BERNADETTE THERESE C. FERNANDEZ
Ambassador and Head of Procuring Entity

Mr. HAE SOON LEE

Owner, PieDay Catering
Sooyong 2-dong, Ganbuk-gu, Seoul
E-mail: angues@naver.com

CONTRACT

The Contract for Professional Catering Services during the East Asian-Australasian Flyway Partnership (EAFF) World Migratory Bird Day Reception on 14 May 2026 ("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. Fernandez, and **PIEDAY CATERING** ("Caterer") with its office at Sooyoo 2-dong, Ganbuk-gu, Seoul, represented by Mr. Hae Sun Lee, jointly known as "Parties".

I. Objective

The Embassy agrees to hire the Caterer for the cocktail dinner reception during the East Asian-Australasian Flyway Partnership (EAFF) World Migratory Bird Day Reception, known as the "Event." The details of the event are as follows:

- a. Date: 14 May 2026 (Thursday)
- b. Time: 6:30 PM until 8:30 PM, with ingress at 4:00 PM and egress at 8:45 PM
- c. Address: Sentro Rizal Hall, Philippine Embassy

II. Scope of Work

The Caterer shall provide professional catering services for the event, which include the following:

- a. Food and beverage good for eighty (80) persons
- b. Set-up of a buffet table spread
- c. Two (2) servers
- d. Clean up after the event

III. Contract Price

Based on the scope of work of the Caterer listed above and as agreed by the Parties, the contract price for this project is **Two Million Seven Hundred Thousand Korean Won (KRW 2,700,000)**. The contract price is fixed, regardless of the confirmed number of guests attending the event.

IV. Attendees

The Caterer agrees to provide services for eighty (80) persons guaranteed at the Event.

V. Menu

The Caterer, as approved by the Embassy, shall provide the following during

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the event.

- a. Food
 - i. Baked Chicken Breast Salad with Orange Dressing
 - ii. Japchae (mixed dish of boiled noodles, stir-fried vegetables, and shredded meat)
 - iii. Taco Salad
 - iv. Sandwiches (Fried Tofu with Toppings [beef/corn/guacamole])
 - v. Pumpkin Pancake/Skewer
 - vi. Assorted Canapes (Salmon/Truffled Mushroom)
 - vii. Deep-fried Chicken with Ketchup/Mustard Sauce
 - viii. Grilled Galbi Patty Skewer
 - ix. Chicken Skewer
 - x. Sliced Fruits
 - xi. Madeleine
 - xii. Egg Tart
- b. Beverage
 - i. Brewed Coffee
 - ii. Fruit Juice

VI. Food and Drink Services

The Caterer agrees to deliver the items on the menu through food stations at the buffet table:

- a. Two (2) servers
- b. Tablecloths (white) for buffet tables
- c. Table styling

The Embassy shall provide four (4) buffet tables.

VII. Indemnification and Hold Harmless

After thorough investigation and determination that food and drinks served by the Caterer caused the foodborne illness, the Caterer agrees to indemnify and hold the Embassy from any claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees brought as a result in the Caterer's negligence in the preparation or delivery of food and drinks served under this Contract and to reimburse them for any such expenses incurred. Packing up the remaining food after the event is explicitly prohibited. If any remaining catered food is packaged or taken off-site after the event, the Caterer shall not be held liable for any issues arising from its (referring to the *packed, remaining catered food after the event*) storage, transportation, or consumption.

VIII. Terms of Payment

The Embassy shall pay the Caterer the total amount of **Two Million Seven**

Hundred Thousand Korean Won (KRW 2,700,000) for the professional catering services during the East Asian-Australasian Flyway Partnership (EAFP) World Migratory Bird Day Reception. The payment shall be deposited into the Caterer's bank account within ten (10) working days from the fulfillment of the Contract, and upon receipt of the final invoice

The bank account details of the Caterer are as follows:

- a. Bank Name : Hana Bank
- b. Account Name : Lee Hae Sun
- c. Account Number : 392-810140-83607

IX. Miscellaneous

The Embassy and the Caterer 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.

X. 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.

XI. Termination

If either the Embassy or the Caterer 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.

XII. Settlement of Disputes

Parties shall exert their best efforts to amicably settle any dispute, controversy, or claim arising from the contract or the breach, termination, or invalidity thereof.

XIII. 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 the contract

XIV. Immunity

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

XV. 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.

27 APRIL 2026

[EMBASSY]

[CATERER]


BERNADETTE THERESE C. FERNANDEZ
Ambassador
Embassy of the Republic of the Philippines


HAE SOON LEE
Owner
PieDay Catering