



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 a contract for transportation services (vehicle rental with driver) in Jeju for official use of the Embassy during the Jeju Forum 2026 on 25 to 26 June 2026, 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 in **Annex A**.

Interested suppliers may send their duly signed quotations to seoulpe@philembassy-seoul.com, Attention Ms. Anna Gabriella E. Guinto. The last day for submitting quotations is Sunday, 21 June 2026, at 5:00 p.m.

For further inquiries, please contact the Philippine Embassy at the telephone number (02)788-2100/2101 ext. 142 for English and ext. 141 for Hangul.

The Embassy of the Philippines
Seoul, Republic of Korea
18 June 2026

**TRANSPORTATION SERVICES (VEHICLE RENTAL WITH DRIVER)
IN JEJU FOR OFFICIAL USE OF THE EMBASSY DURING THE JEJU
FORUM 2026 ON 25 TO 26 JUNE 2026**

Terms of Reference

The Embassy of the Philippines intends to engage the services of a reputable transportation service provider in Jeju for Philippine Embassy officials attending various official activities and meetings at the Jeju Forum 2026 on 25 to 26 June 2026.

I. Scope of Work

The Embassy will require a vehicle with a driver for the Philippine Embassy officials (2 persons) attending various official activities and meetings at the Jeju Peace Forum in Jeju from 25 to 26 June 2026.

Below are the flight details, hotel accommodations, and official venues:

Flight Details

Arrival Flight Details	25 June 2026 (Thursday) 1150H / 11:50 AM ETA via KE 1079
Departure Flight Details	26 June 2026 (Friday) 1510H / 3:10 ETD via OZ8950

Hotel Accommodation

- Sono Calm Jeju (6347-17 Ijudong-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do)
- Jeju Badayeon Villa (22 Minsokhaean-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do)

Official Venues

- Jeju Olle Trail 8 Route: ASEAN-Korea OLLE near Parnas Hotel Jeju (100 Jungmungwangwang-ro 72beon-gil, Seogwipo-si, Jeju-do)
- Haevichi Hotel & Resort (537, Minsokhaean-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do)
- *Note: Other event locations (within Jeju) may be added*

II. Itinerary

Time	Location	Detailed Address
25 June 2026 (Thursday)		
12:00 PM	Departure for Hwamokwon (Lunch Venue) from Jeju Airport	41 Yeonhwanam-gil, Jeju City
1:30 PM	Departure for Sono Calm Jeju Hotel and Jeju Badayeon Villa	Sono Calm Jeju (6347-17 Ijudong-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do)

		Jeju Badayeon Villa: 22 Minsokhaean-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do
3:30 PM	Departure for Jeju Olle Trail 8 Route: ASEAN-Korea OLLE near Parnas Hotel Jeju	100 Jungmungwangwang-ro 72beon-gil, Seogwipo-si, Jeju-do
6:00 PM	Departure for Dinner	
8:10 PM	Departure for Sono Calm Jeju Hotel and Jeju Badayeon Villa	
9:00 PM	Arrival at Sono Calm Jeju Hotel and Jeju Badayeon Villa (End of Service)	
26 June 2026 (Friday)		
8:30 AM	Pick-up at Sono Calm Jeju Hotel and Jeju Badayeon Villa, Departure for Haevichi Hotel & Resort Jeju	537, Minsokhaean-ro, Pyoseon-myeon, Seogwipo-si, Jeju-do
9:30 AM	Arrival at Haevichi Hotel	
3:30 PM	Departure for Jeju Airport	
4:30 PM	Arrival at Jeju Airport (End of Service)	

The contract price should include driver, insurance coverage, fuel replenishment cost, and parking fees.

III. Expected Deliverables

- a. The Company shall ensure that the vehicle assigned to the Embassy is in excellent condition. However, if the vehicle breaks down, the Company will arrange for its immediate replacement without delay.
- b. The assigned vehicle shall include a driver who can preferably speak the English language.
- c. The assigned vehicle should be of the year 2020 and onwards.
- d. The Embassy is not liable for the maintenance of the company's vehicles. The Company shall be responsible for the maintenance of its vehicle.

IV. Vehicle Specifications

Based on the number of people, the Embassy will need one (1) van to comfortably seat the Philippine Embassy officials (2 persons).

III. Approved Budget for the Contract

The approved budget for the contract is **One Million Korean Won (KRW 1,000,000)** only.

IV. Terms of Payment

The Embassy shall pay the Supplier within ten (10) days after fulfillment of the contract.