



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 contract for supply and delivery of easels for the Ramon Magsaysay Award Foundation (RMAF) exhibition at 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 for 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 Wednesday, 16 April 2025, at 5:00 p.m.

For further inquiries, please contact the Philippine Embassy at (02)788-2100~2101 ext. 142 for English speakers or ext. 141 for Korean speakers.

The Embassy of the Philippines
Seoul, Republic of South Korea

10 April 2025

SUPPLY AND DELIVERY OF EASELS FOR THE RAMON MAGSAYSAY AWARD FOUNDATION (RMAF) EXHIBITION AT THE EMBASSY

TERMS OF REFERENCE

The Embassy of the Philippines needs to procure fourteen (14) easels from a qualified and competent Company for the Ramon Magsaysay Award Foundation (RMAF) exhibition at the Embassy.

I. Scope of Work

The Company shall supply and deliver easels based on technical specifications provided by the Embassy.

II. Specification

<i>Size</i>	Easel Height: 1835 mm (max) Adjustable Lower Handle Height: 967mm (max) Adjustable Upper Handle Height: 1365mm (max)
<i>Color</i>	Black
<i>Material</i>	Aluminum
<i>Features</i>	<ul style="list-style-type: none">• 3-Leg easel• With a storage bag

III. Deliverables

- A. The Company shall supply and deliver **fourteen (14) pieces** of the easels to the Embassy **on or before 15 April 2025**.
- B. The delivery location of the easels is the Philippine Embassy, 80 Hoenamuro, Yongsan-gu, Seoul 04346.

IV. Terms of Payment

- A. Payment shall be made through bank transfer within seven (7) working days upon delivery of 14 pieces of easels.