



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 delivery of food packs for volunteers and guests of the 2025 Palarong Pinoy at Family Day, 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**.

The last day for the submission of quotations is Monday, 25 August 2025, at 5:00 p.m. Interested suppliers may send their duly signed proposals to seoulpe@philembassy-seoul.com and attention to **Ms. Anna Gabriella E. Guinto**.

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

The Embassy of the Philippines
Seoul, Republic of South Korea

21 August 2025

DELIVERY OF FOOD PACKS FOR VOLUNTEERS AND GUESTS OF THE 2025 PALARONG PINOY AT FAMILY DAY

The Embassy of the Philippines intends to engage the services of a reputable supplier to provide a rented sound system for the 2025 Palarong Pinoy at Family Day in Jeju on 31 August 2025.

I. Background

Started in 2023, the *Palarong Pinoy* (Filipino games) at Family Day”, organized by the Philippine Embassy, is a response to the request for the growing number of Filipino marriage migrants and multicultural families in South Korea for a program intended to celebrate multiculturalism and creatively present the rich heritage and culture of the Philippines; hence, this initiative which showcases traditional Filipino games and activities.

For this year's edition, the Embassy will bring the event to Jeju for FilCom members living there. Due to the distance from Seoul and limited transportation options from Jeju to Seoul, FilCom members in Jeju often struggle to attend Embassy activities, which are predominantly held within Seoul or nearby areas.

To maximize the funds and Embassy time, the event will be complemented by consular outreach activities from 30 to 31 August 2025.

II. Event Details

Details of the event is as follows:

- a. Date : 31 August 2025 (Sunday)
- b. Time : 8:00 AM until 12:00 NN
- c. Venue : Citizens' Welfare Town Plaza (286, Yeonsam-ro, Jeju-si, Jeju-do)
- d. Number of pax : 75 volunteers and guests (maximum)

III. Scope of Work

The Supplier is responsible for the following:

1. To prepare and deliver the food packs in the confirmed quantity, including bottled water;
2. To ensure the delivery of the necessary supplies on the agreed schedule;

IV. Deliverables

ITEM	DESCRIPTION	QUANTITY (minimum	REMARKS
------	-------------	----------------------	---------

		number required)	
Packed Lunch (food)		75 packs	With rice, two dishes Individually packed, with disposable spoons and forks
Bottled Water	At least 300ml per bottle	75 bottles	

V. Delivery Schedule

The Supplier shall deliver 75 packed lunches, with bottled water, by 11:00 AM on 31 August 2025 at the event venue. The schedule may be discussed and confirmed after awarding the contract, as agreed upon by the Embassy and the Supplier

VI. Terms of Payment

The Embassy shall pay the Supplier within seven (7) days after fulfillment of the contract.