



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 tableware set for the official use of 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 of the project are listed in **Annex A**. In addition to the quotation, interested suppliers should submit a sample photo of each component of the tableware set and a photo of the items laid side-by-side to evaluate the proposed tableware set's design. Incomplete submissions (*quotation without required sample photos or vice versa*) shall be considered ineligible.

The last day for the submission of quotations is Tuesday, 24 March 2026, at 5:00 p.m. Interested suppliers may send their duly signed proposals to seoulpe@philembassy-seoul.com and pay attention to **Ms. Anna Gabriella E. Guinto**.

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 South Korea

22 March 2026





PROCUREMENT OF TABLEWARE SET FOR OFFICIAL USE OF THE EMBASSY






Terms of Reference

The Embassy of the Republic of the Philippines intends to procure a tableware set to supplement the existing tableware sets procured in 2024 for official events of the Embassy.

I. Specifications

The Supplier should prepare a quotation for the proposed tableware set with the following specifications

CUTLERY			
Metal Grade	18-10: 18% chromium content (for its rust-resistance properties) and 10% nickel content (for its silver-like shine and some rust-resistance)		
Metal Finish	Shiny and Bright		
Pattern Type	Plain (pattern should be similar to the flatware set [please see sample photo below])		
			
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Tea Spoon</td> <td style="text-align: center;">  </td> </tr> </table>	Tea Spoon	
Tea Spoon			

	Dessert Spoon	
	Dessert Fork	
	Main Course Spoon	
	Main Course Fork	
	Main Course Knife	

DISHES	
<i>Material</i>	Porcelain
<i>Finish</i>	Smooth, glossy, and non-porous glaze, without decorative patterns
<i>Color</i>	Pure white or off-white,
<i>Dimensions</i>	Main Dish Plate: 25 cm, +/- 2 cm Dessert Plate: 15 cm, +/- 2 cm Dessert Bowl: 10 cm, +/- 2 cm No particular dimensions are set for the coffee cup and saucer

GLASSES	
<i>Volume</i>	305 ml, +/- 10 ml
<i>Diameter of mouth</i>	64 mm, +/- 2 mm
<i>Height</i>	12 mm, +/- 2 mm

II. Submissions

In addition to the quotation, interested suppliers should submit a sample photo of each component of the tableware set and a photo of the items laid side-by-side to evaluate the proposed tableware set's design.

III. Deliverables

The Supplier shall prepare a quotation containing the following pieces:

No.	Type	Quantity
Cutlery		
1	Main Course Knife	30
2	Main Course Spoon	30
3	Main Course Fork	30
4	Dessert Fork	34
5	Dessert Spoon	30
6	Tea Spoon	30
Dishes		
7	Main Dish Plate (25 cm, +/- 2 cm)	60
8	Dessert Bowl	60
9	Dessert Plate	60
10	Coffee Cup and Saucer	60
11	Glasses	30
TOTAL		454 pieces

The delivery location of the tableware set is at the Philippine Embassy, 80 Hoenamu-ro, Yongsan-gu, Seoul 04346.

IV. Approved Budget for the Contract

The approved budget for the contract is **Two Million Seven Hundred Thousand Korean Won (KRW 2,700,000)** only.

V. Terms of Payment

Payment shall be made by bank transfer within ten (10) working days of delivery of the complete tableware set, including 454 pieces.