



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



REQUEST FOR QUOTATION

The Philippine Embassy in Seoul, South Korea, is inviting suppliers/companies to submit quotations for its procurement of a 1-year lease contract for four (4) multifunctional photocopying machines 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 details of the project are as follows:

REQUIREMENTS	LOCATION
<ol style="list-style-type: none">1. Two (2) Digital Color Multi-Functional (copy/print/fax/skan);2. Two (2) Mono Black & White Multi-Functional (copy/print/fax/skan);3. Inclusive of Technical Support, Service, and Parts (free of charge);4. Free Delivery and Installation;5. One-Year Lease Contract;6. With Diplomatic VAT Exemption.	Embassy of the Philippines 80 Hoenamu-ro, Yongsan-gu Seoul, Republic of Korea

The last day for submission of quotations is on 05 September at 5:00 p.m. Interested suppliers/contractors may send their duly signed quotations to seoulpe@philembassy-seoul.com and attention it to **Ms. Anna Gabriella E. Guinto**.

Should there be further inquiries, you may contact the Philippine Embassy at telephone number (02) 788-2100/2101 ext. 142.

The Embassy of the Philippines
Seoul, Republic of Korea

01 September 2025