



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

12 December 2025

Dear Mr. Kang,

Please be informed that, per Notice of Award dated 11 December 2025, issued by the Head of Procuring Entity, your company, **GWANGHWAMUN HANSANG**, is hereby given this Notice to Proceed in connection with the procurement of a contract for the 2025 Year-End Fellowship of the Philippine Embassy in Seoul, upon signing of the Contract.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the Government Procurement Act of 2003.

Sincerely yours,


BERNADETTE THERESE C. FERNANDEZ
Ambassador and Head of Procuring Entity

Mr. CHAN-WON KANG

CEO, Gwanghwamun Hansang
135 Sejong-daero, Jung-gu, Seoul
E-mail: chanwon@eemm.co.kr

CONTRACT

The Contract for the 2025 Year-End Fellowship of the Philippine Embassy in Seoul ("Contract") is entered into between the **EMBASSY OF THE REPUBLIC OF THE PHILIPPINES** in Seoul ("Embassy"), with its office at 80 Hoenamu-ro, Yongsan-gu, Seoul 04346, represented by Ambassador Bernadette Therese C. Fernandez, and **GWANGHWAMUN HANSANG** ("Company"), with its office at 135 Sejong-daero, Jung-gu, Seoul, represented by Mr. Chan-Won Kang, jointly known as "Parties".

I. Objective

The Embassy agrees to engage the Company's professional banquet services and to lease the venue from the Company for its 2025 Year-End Fellowship of the Philippine Embassy in Seoul, known as the "Event". The details of the event are as follows:

- a. Date: 14 December 2025 (Sunday)
- b. Time: 5:00 PM until 10:00 PM
- c. Number of confirmed attendees: 55 persons

II. Scope of Work

The Company shall provide the following services for the event:

- a. Restaurant venue with 70 persons maximum capacity
- b. Dinner buffet, menu approved by the Embassy
- c. Provision of audiovisual equipment:
 - i. Screen Projector
 - ii. Beam Projector
 - iii. Soundsystem with two microphones

III. Contract Price

Based on the scope of work of the Company listed above and as agreed by the Parties, the contract price for this project is **Six Million Three Hundred Thousand Korean Won** (KRW 6,300,000). If the actual number of guests exceeds 55, the Embassy agrees to pay KRW 100,000 for each additional person, in addition to the agreed contract price.

IV. Menu

The Company, as approved by the Embassy, shall provide the following during the event:

- a. Hot Dishes

- i. Braised Beef Short Rib
- ii. Royal-style Short Rib Patties
- iii. Cantonese-style Sweet and Sour Pork with Lemon Sauce
- iv. Steamed Rice
- v. Boiled Pork Belly with Garlic Sauce
- vi. Stir-fried Seafood Yakiudon
- vii. Spicy Stir-fried Octopus
- viii. Chicken Karaage and French Fries
- ix. Seaweed Soup
- x. Smoked Duck with Mustard Sauce
- xi. Stir-fried Seafood with Oyster Sauce
- xii. Beijing-style Assorted Vegetables

- b. Cold Dishes
 - i. Tuna Sashimi
 - ii. Braised Pig's Feet with Salted Shrimp Sauce
 - iii. Sweetened Condensed Milk Ham & Cheese Sandwich
 - iv. Sliced Smoked Pork Loin
 - v. California Rolls
 - vi. Cocktail Shrimp with Lemon
 - vii. Smoked Salmon with Capers
 - viii. Inari Sushi
 - ix. Assorted Sushi
- c. Korean Food
 - i. Skate and Water Parsley Vinegar Salad
 - ii. Five-color Gimbap
 - iii. Jellyfish Salad with Mustard Sauce
 - iv. Seasoned Mung Bean Jelly
 - v. Marinated Spicy Crab
 - vi. Grilled Gizzard Shad
- d. Salad & Dessert
 - i. Chicken Salad with Honey Mustard Dressing
 - ii. Royal-style Korean Assorted Traditional Rice Cakes
 - iii. Caprese Salad
 - iv. Assorted Pastries
- e. Beverages
 - i. Cinnamon Punch
 - ii. Omija Tea
 - iii. Coffee
 - iv. Green Tea
 - v. Juice
 - vi. Coke
 - vii. Sprite

V. Food and Drink Services

The Company agrees to deliver the items on the menu through food stations at

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the buffet table:

- a. Buffet Table styling
- b. Dishes, cups, and cutlery suitable for fifty-five guests

VI. *Indemnification and Hold Harmless*

After thorough investigation and determination that food and drinks served by the Company caused the foodborne illness, the Company agrees to indemnify and hold the Embassy from any claims, actions, suits, procedures, costs, expenses, damages, and liabilities, including attorney's fees brought as a result in the Company's negligence in the preparation or delivery of food and drinks served under this Contract and to reimburse them for any such expenses incurred.

VII. *Terms of Payment*

The Embassy shall pay the Company the total amount of **Six Million Three Hundred Thousand Korean Won (KRW 6,300,000)** for the 2025 Year-End Fellowship of the Philippine Embassy in Seoul. The payment shall be deposited into the Company's bank account within ten (10) working days from the fulfillment of the Contract and upon receipt of the final invoice.

The bank account details of the Company are as follows:

- a. Bank Name : _____
- b. Account Name : _____
- c. Account Number : _____

VIII. *Miscellaneous*

The Embassy and the Company agree to the following:

- a. *No Employer-Employee Relationship.* Nothing in the contract is intended or deemed to create any employment, partnership, agency, or joint venture between the parties.
- b. *Additional Services.* Any additional services ("Additional Services") must be requested by either Party in writing and subject to the availability of suppliers and contractors in Seoul, South Korea.
- c. *Government Auditing Rules and Regulations.* The relevant accounting and auditing rules of the Government of the Republic of the Philippines shall cover this contract.

X. *Severability*

Should any provision of this contract be determined to be void, invalid, unenforceable, or illegal for whatever reason, such provision(s) shall be

null and void; provided, however, that the remaining provisions of this contract shall be unaffected thereby and shall continue to be valid and enforceable.

XI. Settlement of Disputes

Parties shall exert their best efforts to amicably settle any dispute, controversy, or claim arising from the contract or the breach, termination, or invalidity thereof.

XII. Termination of Contract

This Contract may be terminated by either party with thirty (30) days' written notice and without cause. It may also be terminated immediately for cause if the Supplier fails to perform as specified in this Contract.

XIII. Observation of Laws

Both parties shall comply with the provisions of relevant laws and regulations of the Republic of Korea and the Republic of the Philippines in the performance of the contract.

XIV. Immunity

Nothing in the contract shall be construed as a waiver by the Embassy of its diplomatic or consular immunity recognized under international law and national laws of the Republic of Korea.

XV. Entire Contract

This Contract constitutes the entire Contract between the Parties. No modification or amendment of this Contract shall be effective unless in writing and signed by both Parties.

12 DECEMBER 2025

[EMBASSY]


BERNADETTE THERÈSE C. FERNANDEZ
Ambassador
Embassy of the Republic of the Philippines

[COMPANY]


CHAN-WON KANG
CEO
Gwanghwamun Hansang