



Embassy of the Republic of the Philippines
Pasuguan ng Pilipinas
Seoul



BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

16 December 2025

Dear Mr. Jang,

Please be informed that, per Notice of Award dated 14 December 2025, issued by the Head of Procuring Entity, your company, **SEO MUN CO.**, is hereby given this Notice to Proceed in connection with the procurement of a contract for customized gift ribbons for official use of the Embassy, 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. SOO YOUNG JANG

President, Seo Mun Co.

13 Namdaemun Market-gil, Jung-gu, Seoul

E-mail: seomunco@hanmail.net


CONTRACT

This Contract for Customized Ribbons for Official Use of the Embassy ("Contract") is entered into between the **EMBASSY OF THE REPUBLIC OF THE PHILIPPINES** with its office at 80 Hoenamu-ro, Yongsan-gu, Seoul 04346, represented by Ambassador Bernadette Therese C. Hernandez, herein referred to as "*Embassy*", and **SEO MUN CO.** with its office at 13 Namdaemun Market-gil, Jung-gu, Seoul, represented by Mr. Soo Young Jang, President, hereinafter referred to as "*Supplier*", and jointly referred to as "*Parties*".

I. Scope of Work

The Supplier agrees to supply and deliver customized ribbons based on the technical specifications provided by the Embassy.

II. Specifications

Material	Satin and Polyester (shiny surface on one side, where the text is printed)
Width	250mm +/- 10mm
Length	50 yards +/- 5 yards
Color	Navy Blue, almost Midnight Blue
Design	
Font Style	Amoresa Font Style (Calligraphy)
Text	Embassy of the Republic of the Philippines, Seoul

III. Deliverables

- A. The Company shall supply and deliver **100 rolls** of the customized ribbons **on or before 31 December 2025**.
- B. The delivery location of the customized ribbons is the Philippine Embassy, 80 Hoenamu-ro, Yongsan-gu, Seoul 04346.

IV. Contract Price

The Embassy agrees to pay **Six Hundred Eighty Thousand Korean Won** (KRW 680,000) for one hundred rolls of customized ribbons with the correct text and design.

V. Warranty

Manufacturing defects shall be corrected/replaced by the Supplier if the error is confirmed to be the fault of the Supplier. Further, the Supplier warrants that all produced customized ribbons are uniform in color and finish, and design.

VI. Terms of Payment

Payment shall be made within ten (10) days after fulfillment of the contract and receipt of the final invoice. The Embassy shall deposit the payment to the Supplier's bank account with the following details:

- a. Account Name : **JANG SOO YOUNG**
- b. Account Number : **002801-04-177901**
- c. Bank Name : **Kookmin Bank**

VII. Miscellaneous

The Embassy and the Supplier 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.

VIII. 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.

IX. Termination

If either the Embassy or the Supplier breaches its obligations under this Contract, the other party may terminate this agreement by providing the breaching party with at least thirty days' written notice, except that such

notice will not lead to termination if the breaching party remedies the breach before the thirty-day period ends.

X. Settlement of Disputes

The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the contract or its breach, termination, or invalidity.

XI. Observation of Laws

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

XII. Immunity

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

XIII. 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.

15 December 2025

[EMBASSY]


**BERNADETTE THERESE C.
FERNANDEZ**

Ambassador.

Embassy of the Republic of the Philippines

[SUPPLIER]

SOO YOUNG JANG
President
Seo Mun Co.

