



Embassy of the Republic of the Philippines  
Pasuguan ng Pilipinas  
Seoul



**BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

10 June 2026

Dear Mr. Han,

Please be informed that, per Notice of Award dated 08 June 2026, issued by the Head of Procuring Entity, your company, **SEOUL BATTLESHIP PARK**, is hereby given this Notice to Proceed in connection with the procurement of a contract for short-term lease of event space for the Pistang Pinoy sa Korea 2026 on 14 June 2026, upon signing of the Contract.

This Notice is issued in accordance with the 2025 Implementing Rules and Regulations of Republic Act No. 12009, otherwise known as the New Government Procurement Act.

Sincerely yours,

**BERNADETTE THERESE C. FERNANDEZ**  
Ambassador and Head of Procuring Entity

**Mr. KI UNG HAN**

Chief Director, Seoul Battleship Park  
407, Mapo-naru-gil, Mapo-gu, Seoul  
Email Address: [hankiung@hanmail.net](mailto:hankiung@hanmail.net)  
Telephone No.: 010-2271-4808

# CONTRACT

The Contract for Short-Term Lease of Event Space for the Pistang Pinoy sa Korea 2026 on 14 June 2026 ("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 **SEOUL BATTLESHIP PARK** ("Park"), with its office at 407 Mapo naru-gil, Mapo-gu, Seoul, represented by Chief Director Ki Ung Han, jointly known as "Parties".

## *I. Scope of Work*

The Park agrees to provide event space for the Pistang Pinoy sa Korea 2026, to be held on 14 June 2026, organized by the Embassy. The said event will be attended by various Filipino communities, including overseas Filipino workers, students, and migrant spouses.

## *II. Rental Term*

The Embassy will use the open space (near the parking area) during the following schedule:

- *Ingress Schedule*  
13 June 2026 (Saturday), starting 10:00 AM
- *Event Schedule*  
14 June 2026 (Sunday), 7:30 AM until 3:00 PM
- *Egress Schedule*  
14 June 2026 (Sunday), starting 3:00 PM

The following are included in the short-term lease of event space:

- a. Toilet Facilities and Management, separate for men and women
  - Park will ensure the cleanliness of the toilets at all times during the event
- b. Management of General Trash
  - Provision of trash bins at the designated area (to be determined by the Park) before the start of the activity
  - Park will provide utility staff who will ensure the cleanliness of the venue and general trash management for the duration of the activity
  - Park utility staff will also assist in trash management and clean-up after the event.
- c. Parking Space
  - The Park will provide a parking space near the event area for coffee truck/s hired for the event.
  - The Park will also provide ample space for the medics and their transportation (including an ambulance on stand-by) hired to ensure the safety and security of the event

The netted/enclosed baseball area is not included in the rented space for the

event.

### **III. Division of Responsibilities**

- a. Park
  - i. Apart from the inclusions for the rental of event space in item II, the Park will assign a minimum number of eight (8) personnel to ensure the cleanliness of the event space and other facilities at all times.
  - ii. The Park will allow the Embassy to use the electricity outlets, located at either end of the Park Office, to power its computer equipment, and rented sound equipment during the event.
  - iii. The Park will allow the Embassy to use sound equipment, including four microphones, during the event
  - iv. In case of an accident, the Park will allow the hired on-site medic to render first aid on the park premises.
- b. Embassy
  - i. The Embassy will ensure that there will be minimal to no damage to the grass area of the parks.
  - ii. Food waste generated from the event shall be the responsibility of the Embassy – either to be taken back by the Embassy or its participants, or via a third-party supplier.
  - iii. The Embassy will ensure that the sound equipment for the event will be modulated.
  - iv. The Embassy will ensure not to use fire or do on-site cooking during the event. No alcoholic beverages are to be consumed within the premises.
  - v. The Embassy will inform the participants that the park is a no-smoking zone.

### **IV. Rent Fee**

The Park will charge the Embassy the amount of Five Hundred Thousand Korean Won (KRW 500,000) for event space rental. Payment shall be made within ten (10) working days after the contract is fulfilled. The Embassy shall deposit the payment to the Park's bank account with the following details:

Account Name : **CNP Trust Co., Ltd.**  
Account Number : **100-036-262411**  
Bank Name : **Shinhan Bank**

### **V. 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 in writing by either Party and are 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. 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.

**XII. 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.

**XIII. 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 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.

09 JUNE 2026

[EMBASSY]

[PARK]

  
**BERNADETTE THERESE C. FERNANDEZ**  
Ambassador  
Embassy of the Republic of the Philippines

  
**HAN KI UNG**  
Chief Director  
Seoul Battleship Park