



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 a contract for hiring of a mobile coffee truck for the Pistang Pinoy sa Korea 2026 on 14 June 2026, 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**.

Interested suppliers may send their duly signed quotations to seoulpe@philembassy-seoul.com, Attention Ms. Anna Gabriella E. Guinto. The last day for submitting quotations is Wednesday, 03 June 2026, at 5:00 p.m.

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 Korea
01 June 2026

HIRING OF A MOBILE COFFEE TRUCK FOR THE PISTANG PINOY SA KOREA 2026 ON 14 JUNE 2026

Terms of Reference

The Embassy of the Philippines intends to engage the services of a reputable Supplier to provide coffee, tea, and other drinks via a mobile truck, and to manage food waste during the Pistang Pinoy sa Korea 2026 on 14 June 2026 (Sunday).

I. Background

In commemoration of the 128th Philippine Independence Day and the 31st Migrant Workers Day, the Philippine Embassy will organize Pistang Pinoy sa Korea 2026 on 14 June 2026 (Sunday), from 7:30 AM to 2:00 PM. The event will be attended by various Filipino communities, including overseas Filipino workers, students, and migrant spouses.

II. Event Details

Details of the event are as follows:

- a. Date : 14 June 2026 (Sunday)
- b. Time : 7:30 AM until 2:00 PM
- c. Venue : Within Seoul
- d. Number of Drinks : 500 persons (maximum)

III. Scope of Work

The Supplier shall be in charge of the following:

On-Site Coffee Service

Before the Event

The Supplier shall apply for the necessary permit from the appropriate Local Gu Office to operate during the event

During the Event

The Supplier shall prepare the necessary supplies for distributing drinks and ensure there are sufficient supplies to prepare and distribute 500 drinks.

Food Waste Disposal Management Service

The Supplier shall be in charge of the following:

- a. Provision of six (6) food waste buckets with cover, to be installed and ready by 10:00AM
- b. Designation of one (1) service personnel from 1:00 PM until 4:00 PM for the collection of food waste every hour, starting at 1:00 PM or as needed/instructed by the Embassy

- c. Unlimited supply of Local Gu Office-accredited food trash bags during the event
- d. Hauling of food waste after the event

IV. Beverage Menu

The Supplier shall provide caffeine and non-caffeinated beverage options to the Embassy, and the latter shall select at least five (5) drinks from the menu, with cold and hot options for some selections, which will be served during the event.

V. Approved Budget for the Contract

The approved budget for the contract is **Two Million Two Hundred Thousand Korean Won** (KRW 2,200,000) only.

VI. Terms of Payment

The Embassy shall pay the Supplier within ten (10) days after fulfillment of the contract.