



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 rented equipment 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

RENTED EQUIPMENT 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 rented chairs and canopy tents for 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 Expected Participants : 1,000 persons (maximum)

III. Scope of Work

The Supplier is responsible for the following:

- a. To provide the necessary rented equipment for the event
- b. To deliver, set up, and pack up the rented equipment at the venue

IV. Deliverables

Item	Dimension	Quantity (minimum required number)
Canopy Tent (for audience area)	3 x 6 meters (+/- 0.5 meter) 2.2 meters in height (+/- 0.5 meter)	16
Canopy Tent (for Embassy services), with back and 2 side covers	3 x 6 meters (+/- 0.5 meter) 2.2 meters in height (+/- 0.5 meter)	4
Canopy Tent for Outdoor Stage	5 x 5 meters (+/- 0.5 meter) 3 meters in height (+/- 0.5 meter)	2
Heavy Duty Extension Cords	30 meters (+/- 1 meter)	3

V. *Schedule of Ingress and Egress*

The Supplier shall follow the following schedule:

- a. Ingress/Set up – 13 June 2026 (Saturday), 4:00 PM
- b. Egress/Dismounting – 14 June 2026 (Sunday), 4:00 PM

VI. *Approved Budget for the Contract*

The approved budget for the contract is **Two Million Seven Hundred Thousand Korean Won** (KRW 2,700,000) only.

VII. *Terms of Payment*

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