



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS
MARITIME INDUSTRY AUTHORITY
STCW OFFICE



TERMS OF REFERENCE (TOR)
FOR THE PROCUREMENT OF CATERING SERVICES FOR THE CONDUCT OF
MASS OATH TAKING OF NEW MARINE DECK AND ENGINE OFFICERS

INTRODUCTION

The Maritime Industry Authority (MARINA), a government agency established pursuant to Presidential Decree No. 474 (1974) and attached to the Department of Transportation (DOTr), **wishers to invite quotations from interested persons and entities to provide the needed requirements** for the conduct of **Mass Oath Taking of the new Marine Deck and Engine Officers at the Associated Marine Officers and Seaman's Union of the Philippines (AMOSUP)** for five (5) batches to be scheduled on **31 August, 28 September, 26 October, 23 November and 21 December 2017.**

APPROVED BUDGET

The total budget amounting to **THREE HUNDRED NINETY-FIVE THOUSAND PESOS (Php395,000.00)** is available for this undertaking which shall be charged against the STCWO-MARINA Training Funds 2017 Fiscal Year.

PROFILE OF PARTICIPANTS

A total of more or less three hundred fifty (350) participants consisting of Marine Deck and Engine Officers with their families and STCW Office personnel every batch.

LOGISTICAL REQUIREMENTS

Interested persons/ entities should be able to produce the following services:

1. Plated AM and PM Snacks and Buffet Lunch as follows:

Date	AM Snack	Lunch	Heavy PM Snack
August 31	50 pax	50 pax	350 pax
September 28	50 pax	50 pax	350 pax
October 26	50 pax	50 pax	350 pax
November 23	50 pax	50 pax	350 pax
December 21	50 pax	50 pax	350 pax



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2. Free flowing coffee and tea;
3. Water Station/ Mineral water with dispenser/ bottled water;
4. Candies and mints;
5. One round ice tea during lunch; and
6. Five main courses with desserts during lunch.

OFFICIAL CONTACT FOR EXPRESSION OF INTEREST

Interested persons and entities are invited to submit their letter of intent and quotation not later than July 25, 2017 to:

MAY M. MANANGHAYA

OIC - Administrative Services Division

Standards of Training, Certification and Watchkeeping Office

Maritime Industry Authority (MARINA)

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