



MARITIME INDUSTRY AUTHORITY

TERMS OF REFERENCE (TOR) FOR THE PROCUREMENT OF BOAT FARE WITH SNACKS AND MEALS ON BOARD FOR THE CONDUCT OF SHIPBOARD FAMILIARIZATION FROM PORT MANILA TO CORON, PALAWAN AND VICE VERSA ON 27 AND 29 OCTOBER 2017

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), wishes to invite quotations from interested persons and entities to provide the needed logistical requirements for shipping accommodation, fare and meals on the conduct **Shipboard Familiarization** of Standards of Training, Certification and Watchkeeping Office of MARINA scheduled on 27-29 October 2017 with route from Port Manila to Coron Palawan and vice versa.

RATIONALE AND OBJECTIVE

MARINA is mandated to regulate processes for the issuance of STCW Certificates to qualified seafarers in accordance with the relevant provisions of STCW Convention, 1978, as amended. Relative to this, training and development are vital and are contributory factor on expanding the knowledge among MARINA personnel in order to effectively perform its mandated functions.

This activity is designed to fulfill the following objectives:

- 1) Familiarize and locate specific safety equipment being used on the ship.
- 2) Learn important operating procedures being carried out on ships while onboard or during emergency situations.
- 3) Full understanding on safety precautions.
- 4) Equip STCW Personnel with substantial amount of knowledge on the specific measures aimed in accordance with maritime rules and regulations.

NUMBER OF PARTICIPANTS

A total of forty-three (43) participants consisting of STCW Office Personnel from Administrative Services Division and Finance Services Division, Board of Examiners and Maritime Education Training Specialist Supervisor.

LOGISTICAL SUPPORT/REQUIREMENTS

The following items are the minimum requirements in Package rates to ensure the successful delivery of the activity:



1) Boat Fare on the following route:

MANILA to CORON

	PORT AREA	TIME	DATE
Departure	MANILA PIER 4	1:30PM	27 October 2017 (Friday)
Arrival	CORON PIER	4:30AM	28 October 2017 (Saturday)

CORON to MANILA

	PORT AREA	TIME	DATE
Departure	CORON PIER	4:30PM	29 October 2017 (Sunday)
Arrival	MANILA PIER 4	7:30AM	30 October 2017 (Monday)

2) Room Accommodation Requirement (Ship) on 27 and 29 October 2017:

Room Type	Quantity	No. of Pax
Cabin for 6	2 rooms	12
Tourist Class for 15 & 16	2 rooms	31
TOTAL	4 rooms	43

3) Meal Requirement (Ship):

Date	Breakfast	AM Snack	Special Meal Lunch	PM Snack	Special Meal Dinner
27 October 2017 (Friday)	No	No	Yes	No	Yes
29 October 2017 (Sunday)	No	No	No	No	Yes
30 October 2017 (Monday)	Yes	No	No	No	No

TERMS OF PAYMENT

The full payment shall be paid on Authorization to Debit Account (ADA) to the winning bidder.

APPROVED BUDGET

The total budget amounting to **TWO HUNDRED THOUSAND PESOS (Php200,000.00)** for the onboard room accommodation with snacks/meals is available of this undertaking which shall be charged against the regular training fund of the STCW Office of the MARINA for Fiscal Year 2017.

OFFICIAL CONTACT FOR EXPRESSION OF INTEREST

Interested persons and entities are invited to submit their quotation/ proposal not later than 15 September 2017 to:



MS. MAY M. MANANGHAYA

OIC, Administrative Services Division

Maritime Industry Authority – STCW Office

984 Taft Avenue cor. Kalaw Street

Ermita, Manila

536-51-82/ 09333462334/ 09238863790

kambal1538@gmail.com/ ghedlandicho@gmail.com