



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



PURCHASE REQUEST

Office:		OVERSEAS SHIPPING SERVICE		PR No. : <u>2018-07-284 dtd</u>	
Division/Section:				SAI No. : <u>JUL 19 2018</u>	
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		IMO BOOKS			Php 400,000.00
		xxxxxxxxx Nothing Follows xxxxxxxxx			
<i>Completed</i> INCLUDED IN THE APP for FY <u>2018</u> CONSUELO T. DELA CRUZ CSD-Procurement Section					
Requisitioning Officer					
Signature:		<i>[Signature]</i> <u>6/26/18</u>			
Printed Name:		ATTY. JEAN VER R. PIA, PhD			
Designation		Director II, OSS			
Purpose:		<i>Preparation for the 2021 IMO Member State Audit Scheme (IMSAS)</i>			
CERTIFICATION					
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE		<i>[Signature]</i> <u>8/14/18</u> ANNABELL P. LAGAS Chief, Budget Division			
			<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	
PR Approver					
Signature:		<i>[Signature]</i>			
Printed Name:		REY LEONARDO B GUERRERO			
Designation		Administrator			
<i>Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)</i>					

TERMS OF REFERENCE FOR THE PROCUREMENT OF VARIOUS BOOKS FOR THE OVERSEAS SHIPPING SECTOR, MARINA FOR 2018

I. INTRODUCTION

The Maritime Industry Authority (MARINA), a government agency established pursuant to Presidential Decree No. 474 (1974) and an attached agency to the Department of Transportation (DOTr), wishes to invite quotations from interested persons and entities for the following books:

Item Description	Qty	Unit
1. IBC Code, 2016 edition	4	books
2. IGC Code, 2016 edition	4	books
3. IGF Code, 2016 edition	4	books
4. SOLAS Consolidated Edition, 2014	4	books
5. Guide to Maritime Security & ISPS Code, 2012 edition	4	books
6. ISM Code and Guidelines, 2014 edition	4	books
7. IMO Member States Audit Scheme, 2015	4	books
8. Fire Safety Systems Code, 2015 edition	4	books
9. IMDG Code, 2016 edition Amendment 38-16	4	books
10. Safe Containers Convention (CSC), 2014 edition	4	books
11. Facilitation Convention, 2011 edition	4	books
12. Civil Liability Convention, 1977 edition	4	books
13. Suppression of Unlawful Acts, 2006 edition	4	books
14. Nairobi Convention of Wreck Removals, 2008 edition	4	books
15. 2010 HNS Convention, 2013 edition	4	books
16. International Bunkers Convention, 2004 edition	4	books
17. MARPOL, Consolidated edition 2017	4	books
18. OPRC-HNS Protocol 2000, 2002 edition	4	books
19. Port Reception Facilities- How to do it, 2015	4	books
20. Ballast Water Management Convention, 2004 edition	4	books
21. International Convention on Load Lines, 2005 edition	4	books
22. Tonnage Measurement of Ships, 1970 edition	4	books
23. BCH Code, 2008 edition	4	books
24. Collision Regulations Convention, 2003	4	books
25. STCW including 2010 Manila Amendments, 2011 edition	4	books
26. SAR Convention, 2006 edition	4	books

for 6 July 2018

Item Description	Qty	Unit
27. Life-Saving appliances including LSA Code, 2017 edition	4	books
28. Ballast Water Management-How to do it, 2017 edition	4	books
29. Control and Management of Ships Biofouling, 2012 edition	4	books
30. Anti-Fouling Systems Convention, 2005 edition	4	books
31. Hong Kong Convention, 2013 edition	4	books
32. High Speed Craft Code, 2008 edition	4	books
33. IMSBC Code and Supplement, 2016 edition	4	books
33. STCW –Fishing 95, 1996 edition	4	books
TOTAL	136	

II. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is Php 400,000.00 is available which will be charged against the MARINA Central Office funds FY 2018.

III. CONDITIONS AND SUPPLIER RESPONSIBILITIES

- .1 The prospective bidder shall quote on the above-listed items per book;
- .2 The cost of each item shall be inclusive of freight and other charges;
- .3 The prospective bidder may submit an offer which provides for superior quality and/or better terms and conditions advantageous to MARINA at no extra cost;
- .4 The prospective bidder shall be considered as fixed prices and not to subject to price escalation during contract implementation;
- .5 The prospective bidder shall replace the defective items within ten (10) days upon receipt of notification of the defect with the same quality and specification at no cost to MARINA; and
- .6 The prospective bidder shall submit the following documents:
 - a. Copy of PhilGEPS Registration;
 - b. Mayor's/Business Permit

John W. Dela Cruz
June 21, 2018

IV. TERMS OF PAYMENT

- .1 Send Bill Arrangement
- .2 Payment shall be made through List of Due and Demandable Account Payable with Advice to Debit Account (LDDAP-ADA)
- .3 The supplier shall provide the bank account wherein payment will be credited

V. PERIOD OF DELIVERY

DELIVERY	DATED
Full Delivery	30 calendar days from the receipt of the Notice to Proceed

OFFICIAL CONTACT FOR EXPRESSION OF INTEREST

Please submit the letter of intent and quotation to:

JPI 6 July 2018
ATTY. JEAN VER P. PIA, PhD
Director II, Overseas Shipping Service
Maritime Industry Authority
984 Parkview Plaza, T.M. Kalaw St., cor. Taft Avenue, Ermita, Manila