



**MARITIME INDUSTRY AUTHORITY**

PURCHASE REQUEST					
Office: <u>ENFORCEMENT SERVICE (ES)</u>			PR No. : <u>2018-09-288</u> <i>f</i>		
Division/Section: <u>Compliance Monitoring Division and Complaints and Investigation</u>			SAI No. : <u>SEP 20 2018</u>		
Date Request: <u>05 September 2018</u>					
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1		Training Provider Including meals and accommodation	package		P320,000.00
TOTAL					P320,000.00
<b>Requisitioning Officer</b>					
Signature: <i>[Signature]</i>					
Printed Name: <b>SATURNINO M. HAGOSOJOS</b>					
Designation: <b>OIC, Chief Complaints and Investigation Division</b>					
Purpose: <b>CONDUCT OF BASIC MARINA ENFORCEMENT COURSE</b>					
<b>CERTIFICATION</b>					
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE		<i>[Signature]</i> <b>RALPH A. NARVAEZ</b> <b>OIC, BUDGET DIVISION</b> OIC, Chief, Budget Division			
		<input checked="" type="checkbox"/> Approved		<input type="checkbox"/> Disapproved	
<b>PR Approver</b>					
Signature: <i>[Signature]</i>					
Printed Name: <b>REY LEONARDO B GUERRERO</b>					
Designation: <b>Administrator</b>					
<b>Note:</b> Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP, special projects, etc)					





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**TERMS OF REFERENCE FOR THE BASIC MARINA  
ENFORCEMENT COURSE**

**1. APPROVED BUDGET FOR THE CONTRACT**

The Approved Budget of the Contract for the conduct of five (5)-day training of Basic MARINA Enforcement Course with venue and accommodation is THREE-HUNDRED TWENTY THOUSAND PESOS (Php 320,000.00) inclusive of taxes and other charges.

**2. SCOPE AND COVERAGE OF SERVICE**

**2.1. Duration of Activity**

The whole course shall be conducted for five (5) days of in-house training with eight (8) hour-session per day, in two (2) batches. The training will be conducted on the following dates:

- 1<sup>st</sup> Batch - 22 – 26 October 2018
- 2<sup>nd</sup> Batch - 05 – 09 November 2018

**2.2 Scope of the Course**

The course shall be adopted from Flag State Implementation under IMO Course 3.22 which will cover the following modules that will enhance the knowledge and skills of MARINA personnel:

IMO RESOLUTION A. 1070(28)	Collision Regulation	ISPS Code	IAMSAR Recognized Organizations
UNCLOS	MARPOL	STCW	Port State Control
SOLAS 1974, as amended	Load Lines, 1966	Types of Vessels, Minimum Safe Manning	Marine Accident Investigations, CIC Code and Reports
ISM Code	MLC 2006		

**2.3 Participants**

The course provider shall accommodate two (2) batches of twenty (20) participants per session in a classroom type arrangement. The participants are composed of MCO and MRO representatives.

## 2.4 Lecturer

The lecturer shall come from a well-established training institution and be able to discuss the topics of the course well in English language with professional expertise in facilitating the aforementioned course scope.

## 2.5 Certificates

Certificate of Completion shall be given to all participants who completed the course which will be signed and provided by the lecturer and/or course provider.

## 3. REQUIRED QUALIFICATION OF THE COURSE PROVIDER

The course provider shall have the following qualifications:

- a. Must be a well-known and established training provider
  - b. Could provide training course venue and accommodation for participants
  - c. Could accommodate the requirements under the aforementioned Terms of PREFERENCE (TOR)
4. As assurance, the MARINA shall provide the course provider with the Certification of Availability of Funds from the Financial Management Service.
- Full payment to be settled two weeks after the event.
5. Proposals/Quotations must be submitted thru e-mail at [es@marina.gov.ph](mailto:es@marina.gov.ph) on or before 10 October 2018. For queries/concerns, interested providers may contact the Enforcement Service of MARINA at (02) 524-9126 and look for Engr. Gielver M. Castillo.