



## **MARITIME INDUSTRY AUTHORITY**

PANGASIWAAN NG KALAKALANG PANDAGAT  
<http://www.marina.gov.ph>

**TERMS OF REFERENCE (TOR) FOR THE ENGAGEMENT OF THE  
PROFESSIONAL AND TECHNICAL EXPERTISE OF A THIRD PARTY IN  
THE DELIVERY OF THE TRAINING AND WORKSHOP ON IMSAS  
PREPARATION FOR MARITIME ADMINISTRATION  
IN MANILA  
18-22 FEBRUARY 2019**

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### **1. 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), intends to engage the professional and technical services of a Third Party Provider to facilitate a training and workshop that will set the Philippine Maritime Administration on a continuing and informed internal understanding on the preparation for the IMSAS audit (2021) as to the effective implementation of the Philippines, as a Contracting Party, to the IMO mandatory instruments.

### **2. Rationale**

IMSAS Preparation for Maritime Administration is a course based on International Maritime Organization (IMO) Resolution A.1067(28) Framework and Procedures for the IMO Member State Audit Scheme (IMSAS) which intends to assist Member States in the process of preparing for the audit under the IMSAS, including the conduct of an audit and post-audit work by a Member State to address findings from the audit.

The training also provides audited Member States with a comprehensive and objective assessment of how effectively it administers and implements IMO instruments while assisting Member States to improve their capabilities and overall performance in compliance with the requirements A.1070(28) IMO Instruments Implementation Code (III Code).

### **3. Technical Expertise & Selection of the Third Party**

**Provider/Lecturer/Professional Fee**

The Third Party Provider or Lecturer must be a World Renowned Expert Instructor and has delivered the course on IMSAS Preparation for Maritime Administration. Moreover, a summary of the professional experiences of the proposed lecturer/facilitator must have to be submitted to the MARINA at least ten (10) days prior to the delivery of the said seminar.

*[Signature]*  
16 Jan 2019

An amount of **Five Hundred Fifty Thousand Pesos (Php550,00.00)** covers the required Technical Expertise/Professional Fee of the designated technical/professional lecturer for the above training course which shall include his/her airfare, payment of hotel accommodation, subsistence allowance and other incidental expenses, inclusive of applicable taxes.

**4. Schedule and Venue of Delivery**

The seminar and workshop shall be delivered at a suitable venue to be determined by the MARINA. It shall be conducted everyday from 8:00 in the morning till 5:00 in the afternoon from 18 February to 22 February 2019.

**5. Number of Participants**

There shall be twenty-five (25) participants from the agencies that comprises the Philippine Maritime Administration.

**6. Issuance of Certificates of Training**

Certificates of Training signed by the Third Party Provider and the Administrator shall be awarded to participants who have successfully completed the requirements for this purpose.

Official Contact for Expression of Interest

Interested persons and entities are invited to submit their letter of intent and quotation to:

 18 Jan 2019  
**ATTY JEAN VER P. PIA, PhD.**

Director II

Overseas Shipping Service

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1000 Manila, Philippines

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Office:		<b>OVERSEAS SHIPPING SERVICE</b>		PR No.: <u>2019-01-25</u>	
Division/Section:				SAI No.: <u>JAN 15 2019</u>	
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		PAYMENT FOR THE FOREIGN RESOURCE SPEAKER (Including Airfare, Professional Fee and DSA)			Php550,000.00
		xxxxxxxx Nothing Follows xxxxxxxx			
<div style="text-align:center;">INCLUDED IN THE APP FOR FY <u>2019</u>  CONSUELO T. DELA CRUZ GSD-Procurement Section</div>					
<div style="float:right;"><b>Requisitioning Officer</b>  <b>ATTY. JEAN VER P. PIA, PhD</b> Director, OSS</div>					
Purpose:		Philippine Hosting of the National Training and Workshop on IMSAS Preparation for Maritime Administration on 18-22 February 2019			
<div style="text-align:center;"><b>CERTIFICATION</b></div> <div style="display:flex; justify-content:space-between;"><div><input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE</div><div style="text-align:right;"> <b>RALPH A. NARVAEZ</b> OIC, Budget Division</div></div>					
		<div style="text-align:right;"><input type="checkbox"/> Approved      <input type="checkbox"/> Disapproved <b>PR Approver</b>  <b>VADM NARCISO A VINGSON JR</b> OIC-Administrator</div>			
Note:		Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)			