



MARITIME INDUSTRY AUTHORITY

Form No. QMS - 10/2-1
Revision No. /Date: 0/15 Nov 2010

PURCHASE REQUEST

OFFICE: OSS			PR No: 2019-07-296		
DIVISION/SECTION:			SAI No: July 24/19		
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	PC	UNIFORM (BLAZER) FOR COMMITTEE MEMBERS MALE	19	2,500.00	47,500.00
2		FEMALE	22	1,500.00	33,000.00
					80,500.00
REQUISITIONING OFFICER					
SIGNATURE:					
PRINTED NAME:		ATTY. JEAN VER P. PIA, Ph.D			
DESIGNATION:		Director II, Overseas Shipping Service			
PURPOSE:		For MARINA's Hosting of the 2 nd High Level Regional Meeting on the Marine Environment Protection in the South East Asian Seas (MEPSEAS) Project on August 27-29, 2019 and Fellowship Dinner on August 28, 2019.			
CERTIFICATION					
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE		 RALPH A. NARVAEZ OIC, BUDGET DIVISION			
		<input type="checkbox"/> APPROVED	<input type="checkbox"/> DISAPPROVED		
SIGNATURE:		 VADM NARCISO A VINGSON JR OIC-ADMINISTRATOR			
PRINTED NAME					
DESIGNATION					
<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>					



MARITIME INDUSTRY AUTHORITY

TERMS OF REFERENCE (TOR) FOR THE ENGAGEMENT OF SERVICES FOR THE PROVISION OF A BLAZER AS UNIFORM FOR THE COMMITTEE MEMBERS DURING THE MARITIME INDUSTRY AUTHORITY'S (MARINA'S) HOSTING OF THE 2ND HIGH LEVEL REGIONAL MEETING ON THE MARINE ENVIRONMENT PROTECTION IN THE SOUTH EAST ASIAN SEAS (MEPSEAS) PROJECT ON 27-29 AUGUST 2019.

I. 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 blazers as uniform for the Committee Members to be used/worn during MARINA's hosting of the 2nd High Level Regional Meeting on the Marine Environment Protection in the South East Asian Seas (MEPSEAS) on 27-29 August 2019 in Manila.

II. APPROVED BUDGET FOR THE CONTRACT

The total budget amounting to **EIGHTY THOUSAND FIVE HUNDRED PESOS (Php 80,500.00)** is available which shall be charged against the MARINA Overseas Shipping Service Funds for FY 2019.

III. NUMBER OF COMMITTEE MEMBERS

Male	- 19
Female	- 22
Total	- 41

IV. DESCRIPTION FOR MALE AND FEMALE BLAZERS

- design (attached)
- with front lining
- A.X. Armani Wool material
- with 2 buttons
- with MARINA logo

V. DELIVERY TERMS

Within fifteen (15) days upon receipt of the Notice to proceed

VI. TERMS OF PAYMENT

1. Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA) within ten (10) working days after the delivery of all the blazers.
2. The bidder shall provide the Bank Account wherein payment will be credited.

Jwi 25 July 2019

VII. DOCUMENTARY REQUIREMENTS

1. Letter of Intent of the bidder
2. Photocopy of valid Mayor's Permit/Business Permit
3. Valid Philippine Government Electronic Procurement System (PhilGEPS) account/registration.

OFFICIAL CONTACT FOR EXPRESSION OF INTEREST

Please submit the letter of intent/quotation to:

ANNABELL P. LAGAS

Chief Administrative Officer, HRMDD, MFAS
As Lead, Sub-Committee on Logistics
Maritime Industry Authority
Bonifacio Drive corner 20th St., Port Area, Manila
Mobile No. 09985511261
Email Address: aplagas@marina.gov.ph

Approved by:



25 July 2019

ATTY. JEAN VER P. PIA, Ph.D.
Director, Overseas Shipping Service
Over-all Coordinator of the Conference Secretariat
Maritime Industry Authority
Bonifacio Drive corner 20th St., Port Area, Manila

MARINA
LOSO



MALE

