



MARITIME INDUSTRY AUTHORITY

**TERMS OF REFERENCE
PRINTING OF THE TEN-YEAR MARITIME INDUSTRY DEVELOPMENT PLAN
(MIDP) ABRIDGED REPORT**

I. INTRODUCTION

The Maritime Industry Authority (MARINA), a government agency established pursuant to Presidential Decree No. 474 and attached to the Department of Transportation (DOTr), wishes to invite quotations from interested persons/entities to provide the needed logistical requirements for the printing services for the of the Ten-Year Maritime Industry Development Plan (MIDP) Abridged Report.

II. OBJECTIVE

To print and deliver printed outputs of the report pursuant to its information campaign to update its international and local stakeholders as well as to promote and attract more investors to the country's maritime industry.

III. INCLUSIONS

- The Project is for the printing of one hundred (100) copies of the Ten-Year Maritime Industry Development (MIDP) Abridge Report, soft copy of which will be provided by the end-user.
- An additional one (1) copy of the printed output will be delivered as sample, for approval of the end-user, before the final printing of the mentioned number of copies.
- The supplier is requested to present a sample of their printed materials similar to the Project.

IV. DELIVERY SCHEDULE/TIMELINE

Deliverables	Delivery Period
1. 1 st draft	Within one (1) week upon receipt of the digital/soft copy of the said collaterals from the End-user.
2. Final draft	Within one (1) week upon receipt of the edited 1 st draft
3. Full Delivery	Within two (2) weeks upon receipt of the approved Final draft and Notice to Proceed (NTP)

V. REQUIREMENTS OF THE PROJECT

Printing of the one hundred (100) copies shall be done only upon the approval of the Final Draft of the end-user. No alterations/changes on the substance, design, and lay-out of the material shall be made without the knowledge, consent and approval of the end-user.

Below are the requirements of the project:

MIDP ABRIDGED REPORT

Particulars	Specifications
Quantity	100 pieces
Page Number	90 pages including front and back covers
Size	A4 size; portrait
Paper for Cover and Back pages	C2S 220 lb Matte Lamination with Spot UV
Paper for inner pages	Inside: Matte 100 lb Side: Matte
Color	Full Color, cover to cover
Print of Inner pages	Back to back print
Binding	Perfect binding

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The ABC for the printing of one hundred (100) copies of MIDP Abridged Report shall be One Hundred Fifty Thousand Pesos (**Php150,000.00**) inclusive of all applicable taxes, which shall be charged against the PPS' Funds.

VII. MODE OF PAYMENT

The MARINA shall pay the awarded supplier/service provider within fifteen (15) days after full delivery and acceptance by the end-user through the List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA). The selected supplier/service provider shall provide a Land Bank of the Philippines (LBP) account otherwise bank charges shall be borne by the said supplier/service provider.

VIII. OFFICIAL CONTACT FOR EXPRESSION OF INTEREST

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



ENGR. EMMANUEL B. CARPIO
Director II
Planning and Policy Service
Maritime Industry Authority
20th Avenue cor. Bonifacio Drive
Port Area, Manila
Email address: pps@marina.gov.ph
Contact Number: 8-525-7216



Republic of the Philippines
Department of Transportation and Communications
MARITIME INDUSTRY AUTHORITY

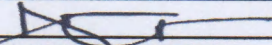
PURCHASE REQUEST

Office: GSD PR No.: 2020-06-131A

Division/Section: SAI No.: JUN 29 2020

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
		Procurement of Printing Services for the MIDP Abridged Report	100	1,500.00	150,000.00

Requisitioning Officer:

Signature: 

Printed Name: EMMANUEL B CARPIO

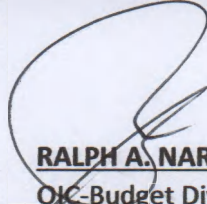
Designation: Director II

Purpose: Printing Services for the MIDP Abridged Report

CERTIFICATION

FUNDS AVAILABLE

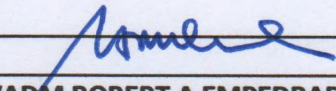
NO FUNDS AVAILABLE


RALPH A. NARVAEZ
OK-Budget Division

Approved

Disapproved

PR Approver:

Signature: 

Printed Name: VADM ROBERT A EMPEDRAD AFP (Ret)

Designation: Administrator

Note: Please indicate specific purpose other than "for official use of the Office",
(e.g. monthly regular supplies, as per APP, special projects, etc.)