# TERMS OF REFERENCE FOR THE PROCUREMENT OF ALCOHOL, ETHYL, 68%-72% SCENTED (GALLON)

# 1. 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:

CONTRACT PACKAGE	ITEM DESCRIPTION	QTY	UNIT
1 LOT	ALCOHOL, ETHYL, 68%-72% SCENTED	150	GALLON

## 2. APPROVED BUDGET FOR THE CONTRACT

The Approved Budget for the Contract (ABC) is <u>EIGHTY-TWO THOUSAND AND FIVE</u> <u>HUNDRED PESOS ONLY (P82,500.00)</u> is available which will be charged against the MARINA Central Office funds FY 2020.

## 3. CONDITIONS AND SUPPLIER RESPONSIBILITIES:

- 3.1 The prospective supplier shall bid in the above-listed items;
- 3.2 All bids shall be considered as fixed prices and not subject to price escalation during contract implementation;
- 3.3 The prospective supplier shall replace the defective items within ten (10) days upon receipt of notification of the defect with the same quality and specifications at no cost to the MARINA; and
- 3.4 The prospective supplier shall submit the following documents:
  - a. Copy of PhilGEPS Registration;
  - b. Mayor's/Business Permit
  - c. Copy of Business/ Income Tax Return (ITR)

#### 4. PERIOD OF DELIVERY:

The delivery shall be Fifteen (15) calendar days from the receipt of Notice to Proceed and Purchase Order.

## 5. TERMS OF PAYMENT:

- 5.1 Send Bill Arrangement;
- 5.2 Payment shall be made within fifteen (15) working days upon issuance of Inspection and Acceptance Report;
- 5.3 Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA);
- 5.4 The supplier shall provide the bank Account wherein payment will be credited.

ASD NO.: 13-00 Initial Issue Date: 09-08-2017 Revision Date: 00

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# Republic of the Philippines DEPARTMENT OF TRANSPORTATION

# MARITIME INDUSTRY AUTHORITY



		PURCHASE	REQUEST				
Office: STCW OFFICE			PR No. : 2				
Division/Section: ASD		SAI No. :	OCT 1 5 2020				
Date Requ	est: C	October 08, 2020					
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost		
1	gal	ALCOHOL, ETHYL, 6%-72% SCENTED, (GALLON)	150	550.00	82,500.00		
		X-X-X-X-X-X-X-X-X			92 500 00		
					<u>82,500.00</u>		
				0			
				V			
		R	equisitioning O	fficer			
Signature:			1 Hilling /				
				NNETTE V. DINOPOL			
Designatio	n	DAO and OIC- Executive Director					
		MARINA, STCW Office 1960					
Purpose:	pro	e items will be used by the S <sup>-</sup> tect them for covid-19 and pr	revent the spread	of virus.			
	Not			Service-DBM (	PS-DBM)		
		NDS AVAILABLE FUNDS AVAILABLE		ALPHA. NAR	VAEZ *		
		Chief, Budget Division					
			Disappr	oved			
	PR Approver						
Signature:		yment					
Printed Name: VADM RØBERT A E					)		
D 1 /1							
Designatio		ate specific purpose other th	Administrato		,		