

**Republic of the Philippines**  
**OVERSEAS WORKERS WELFARE ADMINISTRATION**  
 OWWA Center Bldg., F.B. Harrison St., Cor. 7th St., Pasay City  
 Tel# 833-0113 Telefax# 833-1010

P.R. No. 2024-04-0054  
 DATE: 25-Apr-24

**REQUEST FOR QUOTATION / PROPOSAL**

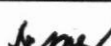
COMPANY NAME:

ADDRESS OF COMPANY:

To whom it may concern:

Please quote your lowest price/s (taxes included) on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation using your company letterhead or this form duly signed by your official representative to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City not later than **30 April 2024 @ 10:00 a.m.**

  
**MARIAN GABRIELLE F. PIZARRA**  
 Supply Officer

  
**NIMFA C. UNICA**  
 OIC, PPMD

PROJECT TITLE/NAME: Proposal for Trainer/Facilitator in the conduct of 2024 Welfare Officers Consultation, Re-Tooling and Self Development Sessions					DEALER'S/SUPPLIER'S OFFER	
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT (ABC)	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive)
1.	Trainer/Facilitator in the conduct of 2024 Welfare Officers Consultation, Re-Tooling and Self Development Sessions	1	lot	₱ 300,000.00		
	<b>Target Participants:</b>					
	Thirty-four (34) OWWA Personnel					
	<b>Requirements for the Resource Person:</b>					
	• Graduate of any 4-year Course					
	• With Master's Degree					
	• With 10 years or more experience on migration and overseas employment program.					
	• Expert in handling labor and welfare cases management of distressed OFWS					
	• With previous engagements/partnerships with Ministry of Labor, Foreign Affairs and other significant government offices abroad					
	• Previous engagement/partnership with Filipino Communities Abroad					
	• With previous engagements with various government offices such as the DFA, DOLE, OWWA, DMW and/or other relevant agencies					
	• Master Trainer for Overseas Employment Program and Deployment of officers & staff of government					
	• Exposure in crisis management especially those related to global emergencies, war, pandemic, among others					
	• The Training Facilitator must obtain a passing rate of 80%					
	<b>Additional Documentary Requirements must be submitted upon submission of offer:</b>					
	1. PhilGEPS Certificate or PhilGEPS Registration Number					
	2. Mayor's / Business Permit					
	3. Income Tax Return (latest)					
	Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award.					
	Note: Bidders may also submit their bid proposal and supporting documents through email address: <a href="mailto:procurement@owwa.gov.ph">procurement@owwa.gov.ph</a>					

