



# Republic of the Philippines Quezon City



## **TERMS OF REFERENCE (TOR)** **COMPREHENSIVE RAPID ENGLISH LITERACY, FILIPINO LITERACY, NUMERACY, AND SEL** **(SOCIAL AND EMOTIONAL LEARNING) ASSESSMENT FOR KINDER, GRADE 1, GRADE 2,** **AND GRADE 3 LEARNERS OF SCHOOLS DIVISION OFFICE OF QUEZON CITY**

### **I. RATIONALE AND BRIEF BACKGROUND**

In School Year 2022-2023, the Department of Education started the implementation of limited face to face classes and eventually will shift to full face to face classes before the year ends in all public elementary and secondary schools. To support the Department of Education Order No. 34 series of 2022, the Rapid Assessment on fundamental skills will be utilized in the direction of the learning recovery and continuity plan.

### **II. PROJECT DESCRIPTION**

To support the Department of Education's learning continuity and recovery plan and to ascertain that our students have equal access to quality education, the City proposes the provision to utilize Rapid Assessment in order to determine learning gaps or learning loss among our learners and to provide further remediation and intervention. The information from rapid assessment captures learners' fundamental skills on literacy and numeracy that are needed to be successful in other learning areas.

### **III. PROJECT SCOPE OF WORK**

1. Coordinate with the personnel of the SDO Quezon City in the administration and set up requirements of the assessment.
2. Provide the results of the Rapid English Literacy, Filipino Literacy, Numeracy, and SEL (Social and Emotional Learning) Assessment to SDO Quezon City within 5 to 14 days.
3. Conduct the scoring, interpreting, and consolidating of results, soft copy, to SDO Quezon City after the conduct of the scheduled assessment;
4. Provide the interventions and training needed to be based on the Rapid English Literacy, Filipino Literacy, Numeracy, and SEL (Social and Emotional Learning) Assessment to SDO Quezon City.

### **IV. AREA OF COVERAGE**

The Assessment will be utilized in all Kinder, Grade 1, Grade 2, and Grade 3 Students in Quezon City Public Elementary Schools.

### **V. PROJECT STANDARD AND REQUIREMENTS**

The Service Provider shall be eligible to participate in the bidding process, provided that they meet the following qualifications;

1. The Service Provider must have partnered with government or private agencies that is similar in nature to this project with the last three (3) years,

- The Service Provider must have implemented similar projects in at least in a Division Levels

**A. DELIVERABLES**

- Orientation for Proctors
- Assessment Link
- Conduct the scoring, interpretation, and consolidation of results, soft copy (individual, per school, per district, and per division)
- Intervention and Training

Level	Content	Number of Students
Kinder	<b>RLA-E (Rapid Literacy Assessment - English)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RLA-F (Rapid Literacy Assessment - Filipino)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RNA (Rapid Numeracy Assessment)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>SEL (Social and Emotional Learning)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Record Sheet</li> </ul>	43,983
Grade 1	<b>RLA-E (Rapid Literacy Assessment - English)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RLA-F (Rapid Literacy Assessment - Filipino)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RNA (Rapid Numeracy Assessment)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>SEL (Social and Emotional Learning)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Record Sheet</li> </ul>	37,923
Grade 2	<b>RLA-E (Rapid Literacy Assessment - English)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RLA-F (Rapid Literacy Assessment - Filipino)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>RNA (Rapid Numeracy Assessment)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> <li>• Record Sheet</li> </ul> <b>SEL (Social and Emotional Learning)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Record Sheet</li> </ul>	38,392
Grade 3	<b>RLA-E (Rapid Literacy Assessment - English)</b> <ul style="list-style-type: none"> <li>• Script</li> <li>• Visual Prompt</li> </ul>	41,087

	<ul style="list-style-type: none"><li>• Record Sheet</li></ul> <b>RLA-F (Rapid Literacy Assessment - Filipino)</b> <ul style="list-style-type: none"><li>• Script</li><li>• Visual Prompt</li><li>• Record Sheet</li></ul> <b>RNA (Rapid Numeracy Assessment)</b> <ul style="list-style-type: none"><li>• Script</li><li>• Visual Prompt</li><li>• Record Sheet</li></ul> <b>SEL (Social and Emotional Learning)</b> <ul style="list-style-type: none"><li>• Script</li><li>• Record Sheet</li></ul>	

**VI. PROJECT DURATION**

The project shall be completed within thirty (30) calendar days from the date of issuance of Notice to Proceed (NTP).

**VII. APPROVED BUDGET FOR THE CONTRACT (ABC)**

The approved budget for the contract (ABC) is **EIGHT MILLION SIXTY NINE THOUSAND TWO HUNDRED FIFTY PESOS ONLY (Php 8,069,250.00).**

**VIII. BASIS OF PAYMENT**

In consideration for the supply and delivery of both goods and services as provided herein, the City shall pay the winning bidder the contract price upon delivery of all the items to the Schools Division Office of Quezon City.

**IX. PENALTIES FOR BREACH OF CONTRACT**

Failure to deliver the goods according to the standards and requirements set by the City shall constitute an offense and shall subject the Contractor to penalties and/or liquidated damages pursuant to RA 9184 and its revised Implementing Rules and Regulations

**X. CANCELLATION OF TERMINATION OF CONTRACT**

The guidelines contained in RA 90184 and its revised IRR shall be followed in the termination of any service contract. In the even the City terminated the Contract due to default insolvency, or for cause, it may enter into negotiated procurement pursuant to section 53 (d) of RA 9184 and its IRR.

Submitted by:

  
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