

## TERMS OF REFERENCE

### PROJECT TITLE: PROVISION OF PRESCRIPTION EYEGLASSES TO PUBLIC SCHOOL ELEMENTARY AND SECONDARY STUDENTS

#### I. RATIONALE AND BRIEF BACKGROUND

Since 2020, the primary mode of instruction in our public schools is distance learning, specifically online and modular. These modes of instruction have affected many aspects of the learners' lives including their health and wellness. Constant exposure to digital devices may have an impact on their eyesight. An undiagnosed vision problem may also lead to learners' poor academic performance.

#### II. PROJECT DESCRIPTION

To help students with vision problems and facilitate improvement in their academic performance, the Schools Division Office and the Education Affairs Unit hereby propose the conduct of comprehensive eye examination and to provide prescription eyeglasses to public school students diagnosed with poor eyesight.

#### III. PROJECT SCOPE OF WORK

1. Free comprehensive eye examination to be conducted by a licensed optometrist.
2. The eye examination includes case history, pupillary distance measurement, subjective and objective eye exam for both near and distance prescription, final prescription including test for maximum visual acuity and comfort, personalized consultation for patients, visual field test and colour blindness exam.
3. Optical equipment shall be provided by the Service Provider on-site (in schools).
4. A selection of 250 models of plastic and metals frames for the students to choose from. Power ranges of lenses: acetate hard-coated RX single vision spherical of cylinder lenses  $\pm 0.25$  up to  $\pm 8.00$ .
5. All eyeglasses shall be dispensed by opticians and optometrist to ensure that all necessary adjustments and fittings are properly facilitated.
6. Professional fees during eye examination and dispensing of eyeglasses shall be shouldered by the Service Provider.
7. Eye examination and dispensing of eyeglasses shall be conducted in schools.
8. Eyeglasses packaged with plastic case and wiper.
9. Quezon City Logo printed on the plastic case. (Size of logo: 3 cm X 3 cm)
10. Six months manufacturers' warranty from the date of distribution of eyeglasses.

#### IV. AREA OF COVERAGE

Procurement of prescription eyeglasses for seventeen thousand five hundred (17,500) public elementary and high school students.

#### 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 within the last three (3) years.

2. The Service Provider must have implemented similar projects in at least 25 public/private schools.
3. The Service Provider must have an excellent track record in the field of eye care for at least the past 25 years.

**VI. PROJECT DURATION**

The project shall commence upon issuance of Notice to Proceed and shall be completed until December 31, 2023.

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

The approved budget for the contract (ABC) is Fourteen Million Pesos (Php 14,000,000.00) inclusive of all applicable taxes, commissions, bank charges and other fees as may be incurred in the process.

**VIII. BASIS OF PAYMENT**

In consideration for the supply and delivery of prescription eyeglasses as provided herein, the City shall pay the Service Provider upon every successful delivery of the items.

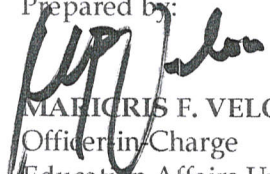
**IX. PENALTIES FOR BREACH OF CONTRACT**

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 9184 and its revised IRR shall be followed in the termination of any service contract. In the event 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.

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