

TERMS OF REFERENCE

SUBSCRIPTION TO ENGINEERING E-JOURNALS FOR QUEZON CITY UNIVERSITY LIBRARY

I. Rationale and Brief Background

Due to the advancing educational technologies that bring changes in the learning modality and requirement of a higher level of accreditation, e-Resources became more in demand. With this, Quezon City University intends to acquire and invest in multidisciplinary database in order to meet the demand and achieve excellence in the educational sector.

The multidisciplinary database will help the stakeholders of the University in accessing research content 24/7.

II. Project Description

This multidisciplinary database provides access to 1800+ collection of appropriate, authoritative digital content for students for a wide variety of subjects under Engineering, from Automotive Industry, Computer-Aided design, Electrical and Electronics to Industrial Engineering, Mobile and Wireless Communications and thirty (30) eBooks for General Education locally aligned curriculum based content.

III. Project Scope of Work

1. Provide Quezon City University, with 24/7 unlimited and simultaneous access.

2. Features:

- Cross- searchable across collections inside the platform
- Citation Tools: APA and MLA citations and export into EasyBib, EndNote, Procite, Reference Manager and RefWorks.
- Highlights and Notes
- Guided Research:
- Text-to-Speech Technology: ReadSpeaker creates audio versions of content.
- Language Translation: Can be translated on-demand into 34 languages and content into 23 Audio translation in 20 languages.
- Mobile Access: My Library app or Chrome Web Store app.
- Disability Access: For those with low vision.
- Offline and Online access: Students can read content anytime, anywhere
- Generation of Usage Report

3. User:

- Unlimited users for Quezon City University Campuses only

4. Technical Support

- Training will be the provided for free as requested by the end user.
- If there's any interruption on access, QCU can email, call or text the Salesperson 24/7 and /or will be attended within the day.

5. Security:

- License Subscription for journals and other publications.

IV. Project Standards and Requirements

1. The Quezon City University shall provide an IP Address and it will be authenticated by the provider. This IP Addresses can access and use the database 24/7, username and password will be provided upon request of the University.
2. The provider should be a platinum member of PhilGEPS.
3. The bidder must have prior government or private contracts involving the supply and delivery of Online Library Resources. Further, bidder must be a certified partner or authorized distributor of the Online Library Resources (OLR) to be procured.
4. The project entails the supply, delivery, activation, and after sales service of multidisciplinary database for Quezon City University.
5. The provider shall submit a quarterly utilization report to Quezon City University.

V. Project Duration and Delivery

Project duration shall be for twelve-month period and delivery period shall be 15 calendar days upon issuance of the Notice to Proceed (NTP).

VI. Approved Budget for the Contract

The approved budget for the contract is **FIVE HUNDRED SIXTY-THREE THOUSAND THIRTY-EIGHT PESOS ONLY (PHP 563,038.00).**

VII. Terms of Payment

Procuring entity shall pay the provider 100% of the total amount upon activation of the access.

VIII. Penalties for Breach of Contract

Failure to deliver the services according to the standards and requirements set by the Quezon City Local Government shall constitute an offence and shall be subject to penalties and or liquidated damages pursuant to RA 9184 and its revised implementing rules and regulations.

IX. Cancellation or 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 Government terminates the contract due to default, insolvency, or for any cause, it may enter negotiated procurements pursuant to Section 53 (d) of RA 9184 and its IRR.

Prepared by:


EDLYN O. AQUINO, RL.

Director, Library Resources and Services

Noted by:


BRADFORD ANTONIO C. MARTINEZ, DBA

Vice President for Academic Affairs

Approved by:


THERESITA W. ATIENZA, DEM

University President 