

TERMS OF REFERENCE (TOR)

PROCUREMENT OF WEB-BASED SOFTWARE AND PORTAL FOR COMMUNITY-BASED DRRM PLAN BOOK AND RISK MAPS

I. RATIONALE

The Republic Act No. 10121 known as the Philippine Disaster Risk Reduction and Management Act of 2010 defines Early Warning System as the set of capacities needed to generate and disseminate timely and meaningful warning information to enable individuals, communities and organizations threatened by a hazard to prepare and to act appropriately and in sufficient time to reduce the possibility of harm or loss.

A people-centered early warning system necessarily comprises four (4) key elements: knowledge of the risks; monitoring, analysis and forecasting of the hazards; communication or dissemination of alerts and warnings; and local capabilities to respond to the warnings received. The expression "end-to-end warning system" is also used to emphasize that warning systems need to span all steps from hazard detection to community response.

Given that the Quezon City is highly susceptible to evolving disaster risks due to multiple hazards, it is therefore a must to continuously improve on this matter and invest on modern technologies that will promote knowledge building, awareness raising, and disaster preparedness not just for the CDRMO but to the citizens of Quezon City. An application of science and technology in risk management and planning that provides readily available information to the Barangays and the public would indeed further capacitate disaster preparedness of the city.

II. SCOPE OF WORK

Quezon City aims to procure a Web-based Software and Portal for Community-Based DRRM Plan Book with Risk Maps for six (6) identified barangays (one for every district).

1.1. COMMUNITY PORTAL - Private Portal for DRRMO

- The portal should contain modules that are prescribed by OCD and/or Oplan Listo
 - Introduction to the Community based Disaster Risk Reduction and Management Plan
 - Barangay Profile
 - Infrastructure of the Barangay Disaster Risk Reduction and Management Committee
 - Risk Profile
 - Situational Analysis
 - Projects, Programs and Activities
 - Annex

1.2. CLIMATE AND DISASTER RISK ASSESSMENT SYSTEM - Repository of climate and disaster risk assessments

- The assessment should contain the following information
 - Climate Change and Hazard Information
 - Potential Impacts of Climate Change
 - Exposure Database
 - Sensitivity Database
 - Disaster Risk Assessment

1.3 HAZARD MAPS - Hard copy of hazard maps per barangay

- Hazard maps should have the scale of 1:50,000
- Flood, Ground Shaking, and Severe Wind hazards should have the following maps:
 - Susceptibility Map

- Exposure Map
- Evacuation Map
- Digital and five (5) hard copies per barangay

III. TECHNICAL SPECIFICATIONS

Description	Delivery Time
<p>1.1 COMMUNITY PORTAL</p> <ul style="list-style-type: none"> ● Introduction to the Community based Disaster Risk Reduction and Management Plan ● Barangay Profile ● Infrastructure of the Barangay Disaster Risk Reduction and Management Committee ● Risk Profile ● Situational Analysis ● Projects, Programs and Activities ● Annex ● Three (3) years Software-as-a-Service Licenses for the six (6) identified barangays. <p>1.2 CLIMATE AND DISASTER RISK ASSESSMENT SYSTEM</p> <ul style="list-style-type: none"> ● Climate Change and Hazard Information ● Potential Impacts of Climate Change ● Exposure Database ● Sensitivity Database ● Disaster Risk Assessment ● Three (3) years Software-as-a-Service Licenses for the six (6) identified barangays. <p>1.3 HAZARD MAPS</p> <ul style="list-style-type: none"> ● Susceptibility, Exposure, and Evacuation Map for Flood, Ground Shaking, and Severe Wind hazards ● Digital and five (5) hard copies ● For six (6) barangays <p>1.4 APPLICATION, DATA SCIENCE & METEOROLOGICAL SUPPORT</p> <ul style="list-style-type: none"> ● Three (3) years Data and Applications Support ● Three (3) years for 1 Meteorologist Support ● Three (3) years for 1 Environmental Scientist Support ● Three (3) years for 1 IT-Data Science Specialist Support 	30 Calendar Days
<p>1.5 TRAINING</p> <ul style="list-style-type: none"> ● 1 Day Applications System Admin Training ● 1 Day Community based Disaster Risk Reduction and Management Plan Training ● 1 Day Climate Change and Hazard Training ● 1 Day Hazard Map Analysis Training ● 3 Days End User Training ● All training will have eight (8) hours per day with five (5) attendees. 	7 calendar days

IV. AREA OF COVERAGE

The local risk analysis information should be generated in the system for six (6) identified barangays within Quezon City (one per district). All identified barangays below are still subject to change depending on the decision of CDRRMO.

DISTRICT NO.	BARANGAY NAME
1	Del Monte
2	Bagong Silangan
3	Loyola Heights
4	Roxas
5	Fairview
6	Pasong Tamo

V. PROJECT STANDARDS AND REQUIREMENTS

Bidders should have completed, a single contract that is similar to this Project or related to climate resilience & adaptation projects that contains meteorological, climate and hazard analysis systems equivalent to at least fifty percent (50%) of the ABC five (5) years from the date of submission and receipt of bids, a contract similar to the Project.

Bidders should have at least one (1) Meteorologist, one (1) Environmental Scientist and one (1) IT-Data Science Specialist resources for Training and continuous consultation within the project as this is a science-based data driven project. Bidders should have demonstrated experience and capacity to manage community based early warning systems in a highly urbanized city (HUC) in Metro Manila.

VI. PROJECT DURATION

The delivery period of the Project shall be within thirty (30) calendar days after the issuance of the Notice to Proceed.

VII. APPROVED BUDGET FOR THE CONTRACT

The approved budget for the contract amounts to **twenty one million pesos (P21,000,000)**.

ITEM	BUDGET (PHP)
1. COMMUNITY PORTAL	4,000,000
2. CLIMATE AND DISASTER RISK ASSESSMENT SYSTEM	7,900,000
3. HAZARD MAPS	3,000,000
4. APPLICATION SUPPORT, DATA SCIENCE & METEOROLOGICAL SUPPORT	6,000,000
5. TRAINING	100,000
TOTAL	21,000,000

VIII. BASIS OF PAYMENT

Below are the deliverables that will be used as the basis for full payment.

Item	Deliverables	Payment Percentage
Delivery of Community Portal	Project Acceptance Document: Fully delivered system and documentation	15%
Delivery of Climate and Disaster Risk Assessment System	Project Acceptance Document: Fully delivered system and documentation	75%
Training	Training Certificate	10%


IX. PENALTIES FOR BREACH OF CONTRACT

Incomplete and delayed delivery will result in penalties based on standard Government implementing rules and regulations.


X. CANCELLATION FOR OR TERMINATION OF CONTRACT

Incomplete and delayed delivery and non-performance of services will result in penalties and termination of contract based on standard Government implementing rules and regulations.

Prepared and recommended by:


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