

## **TERMS OF REFERENCE**

### **PROJECT TITLE: SUPPLY AND DELIVERY OF ENGLISH READING RESOURCES FOR PUBLIC ELEMENTARY AND SECONDARY SCHOOLS IN QUEZON CITY**

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

Prior to the pandemic and school closures, assessments conducted on QC public school students' reading proficiency showed that students who experienced difficulty in reading are two grade levels below their actual grade level. In the Programme for International Student Assessment (PISA), the Philippines ranked lowest in reading comprehension among 79 participating countries. Another study also revealed that Philippines has a learning poverty of 69.50%. Learning poverty is defined as the share of 10-year-old children who cannot read or understand a simple story.

The Philippines has the longest school closure among 122 countries. To ensure the delivery of education in the City, the Schools Division Office adopted distance learning as the primary mode of instruction. This further aggravated the learning gaps.

In a study conducted by UNICEF in February 2022, the learning poverty increased to 90%. This means that only 1 out of 10 10-year-old children can read and understand a simple story. In the beginning of SY 2022-2023, the Schools Division likewise conducted the Philippine Informal Reading Inventory (Phil-IRI) Assessment wherein on the average 15.87% of Grades 4-6 students who took the test were categorized as non and frustration level readers. Highest percentage was obtained in Grade 6 with 19.50%.

To address the learning loss and to support the learning recovery program of the Schools Division Office, the City intends to provide public elementary and secondary schools with age-appropriate learning resources that may be used to develop students' love for reading and increase students' reading proficiency.

#### **II. OBJECTIVES**

To provide select public schools with self-guided and leveled supplemental reading and comprehension materials that enables students to:

1. Develop comprehension, vocabulary, fluency, word analysis, and study skills.
2. Reinforce specific skills in which certain students show a weakness.
3. Engage student's interest and increase their knowledge on a wide array of fiction and non-fiction selections.

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

The package includes:

1. Production and delivery of English Reading Resources with three (3) different levels and includes reading booklets, answer key cards, and teachers' handbook.

2. Free four (4) hours training for at least six (6) teachers per recipient school. The training will be conducted prior to the use of the reading resources and is meant to familiarize teachers with the components and its effective use. The training also includes how to administer the monitoring tool.
3. Free access and use of the students' progress monitoring tool.

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

Intended project beneficiaries are select public elementary schools and public secondary schools in Quezon City.

#### **V. PROJECT DURATION**

Delivery of the English Reading Resources shall commence upon issuance of Notice to Proceed and shall be completed until December 31, 2023.

#### **VI. PROJECT STANDARD AND REQUIREMENTS**

The bidder shall be eligible to participate in the bidding process, provided that they meet the following qualifications:

1. With extensive expertise and experience in developing and printing educational materials for children;
2. With at least 30 years in business;
3. The bidder must be recognized by reputable organizations such as Catholic Education of the Philippines (CEAP), National Book Development Board (NBDB), the Reading Association of the Philippines (RAP) and the Department of Education (DepEd);
4. Has implemented similar projects in at least 10 public and private schools;
5. The English Reading Resources must have been used in private and public schools for at least 5 years;
6. Has an existing print library of publicly available titles with more than 100 titles in print and actively sold;
7. Has conducted learning sessions with teachers on developing children's love for books, reading and lifelong learning.
8. The bidder must be the authorized distributor of the product being procured.

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

The Approved Budget for the Contract (ABC) of the project is Eleven Million Seven Hundred Thousand Pesos only (PhP 11,700,000.00) inclusive of all applicable taxes, commissions, bank charges and other fees as may be incurred in the process.

## **VIII. TERMS OF PAYMENT**

In consideration for the supply and delivery of the English Reading Resources as provided herein, the City shall pay the Provider the contract price upon completion of delivery of the English Reading Resources.

## **IX. PENALTIES FOR BREACH OF CONTRACT**

Failure to deliver 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.

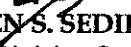
## **X. TERMINATION OF CONTRACT**

The Contract may be terminated by the aggrieved party, in case of breach of contract, fault or gross negligence by the other party. Provided that, the other party failed to remedy the breach, fault or gross negligence despite the lapse of 30 days written notice from the aggrieved party.

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