

# **TERMS OF REFERENCE**

## **(SUPPLY AND INSTALLATION OF INTERNET CONNETIVITY FOR PUBLIC SCHOOLS IN DISTRICT 4 OF QUEZON CITY)**

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

The Internet has become an indispensable tool in ensuring that education continues despite the prevailing health restrictions and or learners background or circumstances. Hence, access to bandwidth intensive applications through the Internet and the need for a high speed and congestion free premium internet are not only essential but crucial.

And to further support the schools in offering differentiated learning modalities and enable them to achieve their Learning Recovery Plan and Strategies, the provision of internet connectivity for schools becomes an essential infrastructure that must be made available.

### **II. PROJECT OBJECTIVE**

**To Provide adequate Internet connectivity provisions for public schools of Quezon City in District 4.**

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

- Coordination meeting with project coordinator. To secure working permits if required.
- Mobilization, site verification and delivery of materials.
- Supply of labor and materials for the installation of fittings for the Internet Connectivity.
- Supply of labor and materials for the installation of distributed Internet connectivity of schools based on the sites as defined by the end user.
- Supply of labor and materials for the installation of Boxes, Hangers, Support, and fittings based on the priority site as defined by the end user.
- Supply of labor and materials for the cable pulling of Fiber and or UTP Cat6/8 Cables for the Internet connectivity systems.
- Supply of labor and materials for the termination of cables.
- Supply of labor and materials for tracing labeling and testing of Internet Connectivity.
- Cleaning of affected area during installation.
- Completion of Work: thirty (30) calendar days

#### **IV. SYSTEM FEATURE/EQUIPMENT SPECIFICATIONS AND NUMBER OF UNITS OF ENTERPRISE BROADBAND INTERNET**

1. Ninety-Nine (99) Internet Connectivity installations for twenty seven (27) Public Schools in District 4 of QUEZON CITY including annexes, SDO Community Learning Center (CLC) and satellite campuses.
2. The Proponent must show significant advantage in signal strength and service reliability in the specific district to be served.
3. Minimum of 1Gbps Broadband Internet with a minimum of 30% of the subscribed speed at 95% service reliability of Fiber Connectivity.
4. The provider must have Fiber Facility.
5. Bidder shall provide an Enterprise Grade Service (NOT Consumer Broadband Plans) with corresponding Service Level Agreement (SLA)
6. The Installation must include high-grade Wi-Fi mesh with one (1) primary hub and four (4) satellite hubs per installation.
7. Dedicated Customer Service and Technical Support (On call and on site) must be available 24 x 7 and available via Phone , Internet and /or Emailwithafter-sales basic training onhardware configuration must be made available.
8. Provider must Operate its own Technical Support personnel and not outsourced from any third-party provider.
9. Installation timeline should be within thirty (30) calendar days.
10. Upon activation, school heads must sign a proof of acceptance attesting at least 80% service reliability. Hence, billing will only begin upon service acceptance and activation.
11. Providers costing should includeprovisions for in-house wiring and mesh configuration servicetobe able to provide basic wireless coverage to high density deployments.
12. Provider should be able to provide a centralized monitoring system to check the status of line/internet.
13. Prospective Bidder shall build , manage, and operate its own fiber network backbone.
14. Prospective Bidder must utilize its own end to end pure fiber network from its Core Network to the Last mile facility to deliver the service.
15. The Prospective Bidder shall be National Telecommunication Commission (NTC) Tier 1 registered /accredited company.
16. Prospective Bidder must be continuously operating over the last five (5) years providing Internet Services.

17. Prospective Bidder must submit an undertaking that the company has the capability and ability to provide maintenance service during the period of subscription coverage.
18. Prospective Bidders to submit client Satisfactory Certificates with "Very Satisfactory" rating from atleast 3 clients within the last three years for similar contracts.

**V. GENERAL TERMS AND CONDITIONS (Service Provider Responsibilities)**

1. Provide services units and spare parts to replace any defective ones immediately after being checked as malfunctioning.
2. 24 x 7 emergency maintenance services.
3. Immediate restoration of the operation if any problem arises on the system, otherwise, rebates shall be imposed by the City Government.
4. Configuration, maintenance, and system upgrades inclusions as a service

**VI. EFFECTIVITY AND DURATION OF CONTRACT:**

The Service Provider shall deliver to the City one hundred percent (100%) of the required accounts within thirty (30) calendar days from the date of issuance of Notice to Proceed.

The Contract shall be effective for twelve (12) months commencing in January 2024 to December 2024.

**VII. BUDGET AND BASIS OF PAYMENT:**

In consideration of the complete and faithful delivery of the deliverables defined herein and performance of any and all obligations of the Service Provider, the Service Provider shall be paid the total amount of Eleven Thousand Five Hundred Pesos (PhP 11,500.00) per Internet Connectivity per month or a total of Thirteen Million Six Hundred Sixty Two Thousand Pesos only (PhP13,662,000) for ninety nine (99) accounts for twelve (12) months, inclusive of all applicable taxes, commissions, bank charges and other fees as may be incurred in the process.

**VIII. TERMS OF PAYMENT:**

The City Government shall pay the service provider upon submission of monthly billing documents.

**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**

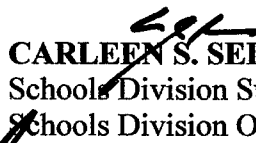
The Contract may be terminated by the aggrieved party, in case of breach of contract, fault or gross negligence by the other party. Provided that, the other party failed to remedy the breach, fault or gross negligence despite the lapse of 30 days written notice from the aggrieved party.

Prepared by:




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Noted by:



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Schools Division Superintendent  
Schools Division Office-QC



Elementary
District IV
SMALL
1. MALAYA ES
2. M.H. DEL PILAR ES
MEDIUM
1. BETTY GO BELMONTE ES
2. CAMP CRAME ES
3. P. BERNARDO ES
4. T. MORATO ES
5. A.A. QUEZON ES
6. KAMUNING ES
7. PINYAHAN ES
8. SAN VICENTE ES
LARGE
1. CRUZ NA LIGAS ES
2. GEN. ROXAS ES
MEGA
1. D.P. MACAPAGAL ES

HS/SHS
District IV
SMALL
1. EUGENIO LOPEZ JR. CENTER FOR MEDIA ARTS
2. FERNANDO C. AMORSOLO SHS
3. JOSE V. PALMA SHS
4. P. TUASON SHS
5. CAMP CRAME HS
6. PONCIANO BERNARDO HS
MEDIUM
1. DON ALEJANDRO SR.SCI.& TECH.HS
2. DR. JOSEFA JARA MARTINEZ HS
3. FLORA A. YLAGAN HS
4. MANUEL A. ROXAS HS
LARGE
1. KRUS NA LIGAS HS
MEGA
1. CARLOS L. ALBERT HS
2. QUEZON CITY HIGH SCHOOL
3. RAMON MAGSAYSAY(CUBAO)HS

	# of schools	# of lines
DISTRICT 4		
(Small category)		
2 subscription lines	8	16
(Medium category)		
3 subscription lines	12	36
(Large category)		
5 subscription lines	3	15
(Mega category)		
8 subscription lines	4	32
Totals	27	99