

# TERMS OF REFERENCE

## SUBSCRIPTION TO E-RESOURCES (E-Journals & E-Books) FOR QUEZON CITY UNIVERSITY LIBRARY

### I. Rationale and Brief Background

As libraries are in the transition from print to electronic resources, Quezon City University intends to acquire and invest in multidisciplinary e-Books & e-Journals to meet the required standards for CHED-RQAT and ALCUCOA Accreditation, as well as to attain excellence in the educational sector.

This project aims to assist students, teachers, and graduate students in providing materials for academic research and studies.

### II. Project Description

The Research Complete enables users to access millions of pages of primary sources, e-references and periodical content on superior platforms designed to streamline the student and researcher workflows. Every student and researcher will find a rich store of relevant information to enhance their learning and research. Empowering students and researchers to achieve superior learning and research outcomes.

### III. Project Scope of Work

The Project shall be comprised of a Multidisciplinary Database, which shall cover the following:

#### 1. Multidisciplinary Database

- Over 28,000 periodicals including 4,300 titles from the JCR Impact Factor Science list
- Over 16 million pages of primary historical sources from the 13<sup>th</sup> to the 21<sup>st</sup> centuries
- Over 2.5 million items of literary criticism and full-text literary works
- Over 1,900 e-Book editions (4,000 volumes) including award-winning encyclopedias and directories
- Package of Seven (7) Databases in One (1) Platform:
  - a. Academic OneFile – more than 19,500 journals with over 13,500 peer-reviewed and over 8,400 full-text titles, of which 9,500 are active in full-text.
  - b. General Onefile – over 14,000 titles which also includes multimedia resources, including 200,000 images, 3,300 audio files, thousands of videos, with more than 9,150 full-text journals and 3,770 peer-reviewed journals and hundreds of newspapers
  - c. e-Books – subscription based e-Books with over 2,000 titles in more than 4,000 volumes and hundreds of award-winning titles of general references.
  - d. Literature – 2 million primary and secondary sources and close to 500 literary journals.
  - e. Archives Unbound – 13 million pages of historical documents, with coverage from the medieval period to the new millennium. It has broad options include government documents, monographs, newspapers, and correspondence sources from major research libraries.
  - f. OneFile News – more than 2,300 major world newspapers, including thousands

of images, radio and TV broadcasts, and transcripts.

- g. Business Insights – more than 440,000 detailed company financial data, in-depth country overviews, and comprehensive industry profiles.

## 2. Features

- Cross Search across collections inside the platform
- Collaboration tools for integration with G. Suite for Education and Microsoft Office 365 tools to enable users to share, save and download content (including highlights and notes)
- Articles are downloadable in PDF, or MP3 formats
- Generate Citations: MLA, APA and Chicago-style
- Articles can be translated into 40 languages, and the platform translation in 34 languages for on-screen and read-aloud use.
- Generate usage statistics

## 3. Users:

- Unlimited users for Quezon City University Campuses only

## 4. Access:

- Accessed via IP based computers or remote password

## 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 of the Online Library Resources (OLRs) to be procured.
4. The project entails the activation of the subscription and after sales service for Multidisciplinary Databases for Quezon City University.
5. The provider shall submit a generated usage statistics and reports.

# V. Project Duration and Delivery

Project duration shall be for one (1) year period and can be accessed within 15 days upon issuance of the Notice to Proceed (NTP).

# VI. Approved Budget for the Contract

The approved budget for the contract is **EIGHT HUNDRED THIRTY-THREE THOUSAND SEVEN HUNDRED FIFTY PESOS only (Php 833,750.00).**

# 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 into negotiated procurements pursuant to Section 53 (d) of RA 9184 and its IRR.


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