

# TERMS OF REFERENCE

## SUBSCRIPTION TO E-RESOURCES (ONLINE DATABASE) 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 and e-journals to meet the required standards for CHED-RQAT and ALCUcoa Accreditation, as well as to attain excellence in the educational sector.

The multidisciplinary database will help the University Stakeholders access research content 24/7.

The multidisciplinary database is a collection of databases that provide access to thousands of journals, magazines, newspapers, dissertations, and other publications.

This project aims to help the students, faculties, and graduate students to access the research content at their fingertips. It will also promote data management among stakeholders.

### II. Project Description

The database is multidisciplinary, full-text database available in the market today. This e-Resource provides access to 47 of complete databases, with a variety of content types across over 175 subjects, making this the broadest single research resource in the world. This multidisciplinary database is made up of separate, fully searchable databases which may be used together or separately.

### III. Project Scope of Work

1. Provide Quezon City University, with 24/7 unlimited and simultaneous access to 47 complete databases.
2. Access will be 12 Months Subscription.
3. Mode of Access
  - Institutional IP – The provider shall provide Quezon City University with institutional access via IP address, including each institution's respective departments when separate IP addresses exist.
  - Access should be unlimited to search, browse and download within the institution premises, and can be accessed simultaneously.
  - Username and Password- Supplier will provide username and password for remote access log-in
4. Conduct User Training
  - Training on the use of databases will be provided for free and can be attended by students and faculties simultaneously.
5. Technical Support
  - This is a guaranteed twelve (12) months subscription with 24/7 online access to the multidisciplinary database.

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

6. Comprehensive Coverage: 47 Complete Databases

International Newstream	Asian & European Business Collection	Arts & Humanities Database
Canadian Newstream	Business Market Research Collection	Research Library
U.S. Newstream	Criminal Justice Database	Australia & New Zealand Database
Global Breaking Newswires	Education Database	Continental Europe Database
Advanced Technologies & Aerospace Database	Library Science Database	East & South Asia Database
Agricultural Science Database	Linguistics Database	East & Central Europe Database
Biological Science Database	Political Science Database	India Database
Computer Science Database	Religion Database	Latin America & Iberia Database
Earth, Atmospheric & Aquatic Science Database	Social Science Database	Middle East & Africa Database
Engineering Database	Sociology Database	Turkey Database
Environmental Science Database	Health & Medical Collection	U.K. & Ireland Database
Materials Science Database	Family Health Database	Career & Technical Education Database
Military Database	Health Management Database	Canadian Business & Current Affairs Database (CBCA)
Science Database	Nursing & Allied Health Database	Publicly Available Content Database
Telecommunications Database	Psychology Database	
ABI/INFORM Collection	Public Health Database	
Accounting, Tax & Banking Collection		

IV. Project Standards and Requirements

1. The Quezon City University shall provide an IP Address and it will be authenticated by the provider. This 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 supply, delivery, activation and after sales service of Multidisciplinary Database for Quezon City University.
5. The provider shall submit a quarterly utilization report to the University.

V. Project Duration & Delivery

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

VI. Approved Budget for the Contract

The approved budget for the contract is **ONE MILLION FOUR HUNDRED TWENTY TWO THOUSAND PESOS and 00/100 only (Php 1,422,000.00).**

## **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.

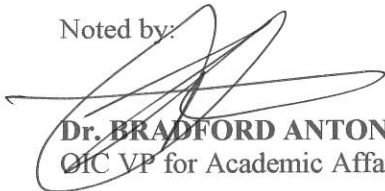
Prepared by:



**Ms. EDLYN O. AQUINO**

OIC Director, Library Resources and Services

Noted by:



**Dr. BRADFORD ANTONIO C. MARTINEZ**

OIC VP for Academic Affairs

Approved by:



**Dr. THERESITA V. ATIENZA**

University President 