

TERMS OF REFERENCE

PROJECT	Data Plan Subscription for Monitoring of Labor Inspection and Other Programs Handled by the BWC
ESTIMATED COST (Fund Source: BWC LI FY2022)	Php 912,000.00
PROPONENT	Department of Labor and Employment-Bureau of Working Conditions

I. RATIONALE AND OBJECTIVE

The Bureau of Working Conditions (BWC) is a staff bureau of the Department of Labor and Employment (DOLE), primarily performing policy and program development and advisory functions for the Department in the administration and enforcement of laws relating to working conditions.

Relative to this, the BWC exercises technical and functional supervision over the regional offices on the administration and enforcement activities including developmental programs, projects, and activities, and conducts research in aid of safety standards, policy programs, measures and devices development on labor standards and its administration and enforcement.

The Labor Inspection Program, the core program handled by the BWC, aims to further strengthen the implementation of the visitorial and enforcement powers under the Labor Code, as renumbered, towards securing a higher level of compliance with labor laws and standards, and ensuring continuity and sustainability of compliance at workplaces. Other programs that support and complement the enforcement of labor standards such as OSH COVID Monitoring, Verification Inspection of Establishments Employing Foreign Nationals, Registration of Contractors under DO 174, Construction Safety and Health Program, Work ALERT, among others, are likewise being handled by BWC.

In compliance with these mandates and functions, the BWC utilizes, monitors, and maintains several online systems, namely: Labor Inspection System – Management Information System (MIS) and Joint Monitoring System (JMS), which are likewise utilized by all DOLE Regional Offices and Labor Inspectors in enforcement of labor laws. The BWC also develops, operates, and maintains the Establishments Report System (ERS) which serves as an online platform of the Bureau for submission of documents and reports required from establishments in the private sector.

As such and in view of these activities, the Bureau as the program manager, primarily needs internet subscription in conduct of research and coordination with internal and external stakeholders relative to policy development; monitoring of compliances with the labor laws and social legislations, verification of compliance data by Labor Inspectors, and verification and validation of the said data generated by the system; testing and troubleshooting of existing and new system being developed.

II. PROJECT DESCRIPTION

Unlimited Data Plan Subscription for BWC focal persons and other technical staff relative to the monitoring of labor inspection, and other programs handled by the BWC, monitoring and maintenance of online systems and websites such as the LI-MIS, JMS, ERS, BWC Website, conduct of research and coordination with internal and external stakeholders relative to policy development and program monitoring.

III. GENERAL PROVISION

The intent of this specification is to prescribe the complete purchase and delivery of services for the project which the prospective supplier will undertake in full compliance with DOLE requirements. If there is any apparent contradiction, or ambiguity between the sections of this specification, the supplier shall bring the matter to the attention of the DOLE during the pre-bid conference and shall obtain their decision as to the true meaning or intention before proceeding with the affected supply.

Further, in the event of the Service Provider's default or breach such as, but not limited to the failure to render the technical support and warranties within the stipulated period, the DOLE shall have the right to unilaterally terminate the contract and shall not be held liable for payment of any fees.

IV. GENERAL SPECIFICATIONS

19	units	Unlimited Surf/ Internet Data LTE / 5G Network Technical (Internet) and billing support		Php 912,000.00
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V. TARGET OUTPUT

Complete delivery of the required services from the Service Provider within the prescribed period upon issuance of Notice to Proceed (NTP) from the Department.

VI. SCOPE OF WORK

1. Supply and delivery of the required services stipulated on Purchase Request
2. Provide technical support for all problems pertaining to data plan subscription

VII. RESPONSIBILITY OF THE SERVICE PROVIDER

- a. 24x7 Internet Service
- b. Technical and billing support
- c. Furnish the end-user a monthly bill

VIII. RESPONSIBILITY OF THE DOLE – Bureau of Working Conditions

- a. Report any technical issue related to Internet Service and device (if any)

IX. EXPECTED TIMEFRAME

The delivery of the expected output as enumerated above shall be within thirty (30) calendar days upon payment to Internet Service Provider