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| <p>PROPOSAL FOR</p> <p>MARIKINA POLYTECHNIC COLLEGE</p> <p>Confidential and Proprietary</p> | | <p>To:</p> <p>ATTY. LILY FREIDA M. MILLA OIC PRESIDENT</p> |
| | | <p>University/College/School:</p> <p>MARIKINA POLYTECHNIC COLLEGE</p> |
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Wizzard Technologies, Inc.

Unit 202, The Annex Building, Gen. Araneta St., San Antonio Village,
Pasig City, Metro Manila
Telephone No. (02) 477-2581, (02) 477-1955, Email: sales@wti.com.ph
Website: www.wti.com.ph

PROJECT PROPOSAL FOR SYSTEM AS A SERVICE

Our Company, Wizzard Technologies, Inc., has been in operation since 1999 and is currently focused on providing integrated and customized solution for educational institutions and corporate organizations. During the last six years, we have developed a school system which caters to the simplest up to the most complex demand of schools. Our integrated school system, details of which are fully explained hereinafter, has been operational and being used by our various clients, to name a few:

Philippine Women University

- An educational institution duly organized and existing under the Laws of the Republic of the Philippines, with the address at 1743 Taft, Avenue, Manila, herein represented by its President and Chief Executive Officer, Dr. Francisco B. Benitez. Implemented computerization of its Accounting Section and Academic Section in 2013.

Surigao Del Sur State University

- Located at Tandag City, Surigao del Sur and has five satellite campuses at Cantilan, Lianga, Cagwait, San Miguel and Tagbina in the province of Surigao del Sur. Provides higher education in the fields of industrial technology, education, agriculture, agri-business and commercial sciences, forestry, aqua-marine technology, environmental science, arts, sciences, engineering and technology and technological education. The Phase 1 of the computerization project was implemented in 2012, thru coordination with the office of its President Dr. Remegita Olvida.

Ramon Magsaysay State University

- RMTU is a government-funded higher education institution in Zambales established in 1910 and converted into a state university in 1998. The main campus of the university is located in the Municipality of Iba, Province of Zambales. The university is named after the province's greatest son and former president of the Republic of the Philippines, Ramon Magsaysay. It has satellite campuses in the municipalities of Sta. Cruz, Candelaria, Masinloc, Botolan, San Marcelino, Castillejos all in the province of Zambales. RMTU is mandated to provide instruction, undertake research and extension and provide advance studies and progressive leadership in agriculture, forestry, engineering education, arts, sciences and humanities and in other fields as may be relevant to the development of Zambales.
- The Project consisted of the whole University Information System, Library System, Accounting System and Payroll System. Such was implemented early 2012 thru the effort of its President, Dr. Feliciano S. Rosete, and partly funded by CHED.

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Northwest Samar State University

- located in Calbayog, Samar with a student population of about 6,000 students per semester, the first State University that availed of our school system. Project implementation started on November 2010 and was up and running by April 2011. The initial project consists of the basic University Information System, and other modules like Accounting and Payroll.

BIT International College

- located in Tagbilaran, Bohol with about 2,000 students. The project consists of an integrated UNIVERSITY Information Systems with Student Kiosks bundled with computer hardware for its various departments. The Project started in September 2008 and already running as of February 2009. Wizzard also supported the UNIVERSITY by providing hardware for the Internet Center and Computer Laboratory of the school consisting of about 60 units payable on a deferred payment basis.

ST. FRANCIS SCHOOL

- a Franciscan, Catholic, co- educational institution existing under and by virtues of the Laws of the Republic of the Philippines with address at New Panaderos St. Sta Ana, Manila. Being a Catholic, Franciscan co-educational institution, St. Francis School serves as a beacon which envisions a community imbued with the Franciscan values of simplicity, humility, joyful brotherhood, justice, peace, and reverence for creation through its delivery of Primary and Secondary Educational programs. Early this year, they started the implementation of the computerization of their academic and accounting section.

The School System has been continuously developed by our Company for about ten (10) years now using the latest in programming technology, employing innovative solutions to address the demands of our clients. With the use of ASP and Visual Basic.Net program, our current system is among the best in the industry. It has advance product features and capabilities that are guaranteed to address the needs and demands of a school like yours and could run thru client-server or web-based environment.

Availing of our system would bring lasting benefit to your prestigious Institution, thru immediate upgrade of your systems and hardware requirements, accuracy and efficiency in your operation and having an MIS setup which is fully secured and fully reliable. Based on our extensive hands-on programming experience, we assure you that our systems could be up and running within four to six months from the date of signing of our Project Agreement.

I. PRODUCTS AND SERVICE

Our business solutions have been designed to be Fully-Integrated based on a Centralized Database setup with various linked Modules utilizing such centralized data for efficiency, speed

and accuracy of operation. With a secured data environment running on the latest Database platform, we are pleased to offer for your consideration our Business System which consists of the following systems / modules:

1. System Installation

- School Information System

2. Online Reservation and Student Portal

- Admission and Reservation

We firmly believe that our Customized Business Solutions will provide you with the following benefits:

1. Service Innovation – take the lead on delivering various services to your students, teachers and administration personnel thru various communication channels. Campus automated system, campus info kiosks, thru online Internet and later on thru their smart phones.
2. Automation – is the key to standardize workflow or processes. Without process automation it's hard to imagine order, efficiency, and move faster.
3. Top-level Reports – read reports that will help you make better decisions, discover issues and act faster.
4. Smart Workforce - convert your workforce from a hardworking to smart working workforce thereby reducing cost of operations.
5. Drives Productivity – automation drives productivity and reduces manpower wastes.
6. Control Cost – implement think the environment before you print. With data, documents and reports available online, why do we need to print all documents and reports?
7. Information Speed – with reports available 24/7 you can harness any information with speed. No need for your staff to prepare your reports in weeks. It's a click and view thing.
8. Revenue Generation - capability to generate additional revenue from students on various projects that could be linked thru the system.

The highlights, details and features of the systems / modules are as follows:

System Installation

School Information System will be installed to the Main Campus and they will be linked to the Offices for easy retrieval and synchronization of data, in terms of enrolment, assessment, collection and monitoring of finances.

School Information System

- a) Enrollment Module - On-line registration with automatic assessment of fees, interconnected with the other modules to facilitate easy advising of subjects,

automatic generation of slips, reports, and many more Post-Enrolment (Dropping / Withdrawal of Enrollment) are also part of this module.

- b) Registrar Module - This module handles all transactions and processes of the Registrar Department from submission of students' records and documents during enrollment up to student graduation and issuance of permanent records. This module provides easy data access and simplify various tasks of registrar department.
- c) Finance Module - This module handles the students' enrollment charges, account receivable, payment, adjustment of student's charges and fees. Grants and scholarship payments are also processed in this module. The ledger of student's charges and payment are also part of this module. This module also handles the collection from cashier up to deposits with detailed and summary revenue and collection reports.
- d) Academe Module - Easy Recording and computation of grades, and printing of 'List of Grades' to be given to students. Forwarding of Grades to Dean's and Registrar's Office is very easy and fast. Online submission of grades and online review of grades submitted by each faculty can be easily done using this module.
- e) Scheduling - This module standardizes the SCHOOL-wide schedule preparation. The usual scheduling problems that are always encountered in a manual scheduling will not happen again when using this module.
- f) Student Services - A more personalized monitoring and care to students can now be implemented because of a comprehensive data that the system can offer to Guidance Department. From complete personal information, achievements, awards and special talents.
- g) Project Management Module - This module handles all maintenance of the above modules and all transactions related to User Access Rights, Audit Trail, Currently Log Users, List of Screens and Reports, List of Users and its access Screens and Reports.
- h) Alumni - Alumni is one area that needs attention. With this module you can now start to populate the Alumni Master file and utilize the system to contact your alumni.

Web based Query of Grades and Balances for Main Campus

Once the system is fully running, we can now connect the system to the existing website of the School. Once is it connected, student can view their schedule, grades and charges.

Learning Management System

An online system software which is used to plane, execute, and assess specific learning process, further improving the efficiency and productivity or your curriculum's processes through modern technology.

LMS helps provide and develop:

- Communication
- Leadership
- Dependability
- Technological skills
- Time management

FREE 2 Unit Information Kiosk

This kiosk will act as portal where students and parents can view school related information and personal records of the students.

II. PROJECT TIMETABLE

The completion of the project shall be around eight (8) months for:

| Milestone | Inclusive Period |
|---|------------------|
| System Installation Phase 1 of Implementation <ul style="list-style-type: none">- School Information System | 5 Months |
| Web based Query of Grades and Balances <ul style="list-style-type: none">- Website Integration using Online Query of Grades and Balances | 1 Month |
| LEARNING MANAGEMENT SYSTEM | 2 Months |

III. PROJECT DELIVERABLES

WIZZARD shall submit the following deliverable of each milestone:

| Activity/Phases | Documents/Materials |
|---|---|
| System Installation <ul style="list-style-type: none">- Data gathering for existing data and hardware- Scooping for Reports generated and other related information- Data Maintenance Encoding- Status of Installation- Training- Parallel Run | Hardware and Software Review Data gathering and interview Report Data Maintenance Report Customization Listing Installation and Testing Report Manuals and Training Report |
| Web Based Query of Grades and Balances for Main Campus | Student Portal Access Web Access and Internet Connectivity |

IV. PROJECT HARDWARE AND SOFTWARE REQUIREMENTS

The system has been designed and developed under Windows Environment using the latest programming tools and it would need to run on the following hardware specification to enable it to function properly:

A) HARDWARE REQUIREMENTS: (shall be for the account of Wizzard)

a. DATA AND PROCESS SERVERS FOR THE UIS SYSTEM AND DATABASE

Based on the requirements of the School Information System to efficiently run the system, the following hardware shall be needed and proposed by us:

- | | |
|---------------------------------|------------|
| 1. IBM Server | - 1 unit |
| 2. Networking Peripherals | - 1 bundle |
| 3. Clone Server for Data Backup | - 1 unit |

4. 5 Workstations for use by department heads with at least Core i3 processors

B) SOFTWARE REQUIREMENTS: (shall be for the account of Wizzard)

The project will need the following software requirements which will be needed by the hardware to run the project.

Microsoft SQL 2008 R2 Server or Higher
Microsoft Windows Server 2008 R2 or Higher
Microsoft Windows for workstations
Server and workstations antivirus

Note: Procedures on file maintenance and systems back up shall be advised to the client based on said requirements.

Project Hardware and Software Requirements – ID nad Turnstile system

| | | |
|---|---|--|
| 1 |  | TRIPOD TURNSTILE SKU : S03BD Semi Automatic material: SUS304 Cover Thickness 1.5mm Body Thickness 1.2 mm Size 1200*280*980mm Roller 510mm Width ≤ 550mm |
| 2 |  | DOOR ACCESS CONTROLLER TCPIP 2 door access controller 20,000 Card users, 100,000 Logs. Scalable to unlimited number of doors. For Centralize access control and Time attendance application. MS Access or SQL Data base Constituents.. 1) [800NT2] Aide 800NT2 - Board - 1 Pc 2) [JXDY] CCS JXDY Power case 3A - 1 Pc |
| 3 |  | CCS NK-RF07 (125khz) SKU : NK-RF07 (125khz) 26 Bit Weigand Outdoor Reader ABS Casing |

Access Control System Software

- Authentication of the ID Card.
- Verification of the VALIDITY of the ID Card
- Displays the Cardholder's Photo, Basic Information
- Captures and Records the date, time-in & time-out of the Cardholder
- Personalization & Activation of Smart ID Card
- Entrance, Exit, and Personalizer

4.) One (1) of RFID Desktop Computer System

DESKTOP

AMD A6-7400K 3.5GHz

Asus A68HM-K

CRUCIAL 4GB DDR4 PC2400MHZ

1.0TB Seagate Barracuda

Thermaltake Versa H21/23/24/25

Samsung DVDRW





T.take LitePower

18.5" Samsung F350/355

A4tech keyboard and mouse

HUNTKEY SZM304-4 3SOCKETS SURGE

PROTECTOR

| | | |
|---|---|---|
| 1 |  | Magicard Enduro3E Duo Double-sided ID card printer. SKU : 3633-3021 Enduro3E Duo, Double Sided ID Printer, World's most reliable |
| 2 |  | Magicard MA300YMCKO 300 shot colour film SKU : MA300YMCKO 300 shot colour film, for Enduro, Enduro+, Enduro3E, Rio Pro |
| 3 |  | Magicard Enduro 3E/Rio Pro Cleaning Kit SKU : 3633-0053 Enduro, Enduro+ or Enduro 3E, Rio Pro Cleaning Kit (10cards, 1pen) |
| 4 |  | CardExchange® Producer Premium SKU : CP1030 Mid Level ID Badging Solutions |

Surveillance Camera

- 16 Channels CCTV camera with 42 " LED TV (Outdoor and Indoor)

Internet Subscription

- Wizzard will be incharge on the provision of monthly internet subscription (leased lined/dedicated internet) of the university/college for the duration of the contract.

V. TECHNICAL SUPPORT AND SERVICES

WIZZARD Technical Support mission is to "help our customers make the best use of our System through effective and responsive support, active advocacy, and a broad and flexible range of self-help resources." In support of this mission, the following services and policies set the expectations for your relationship with WIZZARD Technical Support.

- General Support services which includes Telephone Support, Online Live Support (Teamviewer) or thru E-mail.
- Support Services for current and updates of the system

- Software Maintenance and Bug Fixes

Kindly take note that we will need somebody at the office to assist us. Please ensure that your Internet access is readily available. You may also need to have access to the telecommunication room and/or Server.

Please have handy usernames and passwords to your routers, computers, wireless access point and server. We may also need ISP account information.

There might be problems that cannot be fixed remotely. In this case, we will schedule a programmer to come on site to fix the concerns.

VI. PROJECT FEES AND TERMS OF PAYMENT

In consideration of the above Project, that will be provided and rendered by WIZZARD, MARIKINA POLYTECHNIC COLLEGE shall compensate WIZZARD the following Systems and Implementation Fee.

Implementation and Training Fee

WIZZARD shall implement the Project and conduct training to the users for a period of up to 6 months. During such time, WIZZARD shall shoulder the transportation costs, meals allowances and salaries of programmers and project implementers. WIZZARD shall charge an implementation fee of Two Hundred Fifty thousand pesos, net of tax **(Php 250,000.00)** which will be payable in five (5) equal monthly installment.

This fee will be billed upon signing of agreement and upon receipt of notice to proceed for the System to be implemented. In the event of partial implementation, billing will be based on the start of implementation per System. In the event that the school decides to implement all, billing will be on the total implementation amount.

Auto Back-Up Facility

The system will be installed by WIZZARD to MARIKINA POLYTECHNIC COLLEGE with an auto back-up facility giving the school the guarantee of no additional charges for such service.

System Usage Fee

The system is being offered by WIZZARD to MARIKINA POLYTECHNIC COLLEGE as SYSTEM as a Service (SAS). The Fee for using the system is eventually passed on to the students thru its miscellaneous fee and the amount collected is shared by MARIKINA POLYTECHNIC

COLLEGE and WIZZARD. Under this payment scheme, The School shall have no outright payment for the Project and shall only pay a Usage Fee for such on a per student basis within the period of five (5) Years from the implementation date as shown below and based on passed Systems Fee as follows:

The Project shall be settled by payment of Usage Fee on a per student basis within the period of five (5) Years from the implementation date as shown below and based on passed-on Systems Fee as follows:.

Passed on System Fee per Student: P 1,000.00 (VAT-exclusive) per Student, per year as summarized below:

| | College (Per student) | Period Covered |
|------------------|--------------------------|-------------------------|
| | Semestral | |
| From Year 1 to 5 | P 1,000.00 | June 2021 to March 2026 |

Continuance of system use for the next five (5) years shall entitle WIZZARD to a usage fee per student annually as shown on the table above, such fee shall have no guarantee on the number of students, and shall only be billed based on the actual number of enrolled students. Such fee will be inclusive of management of the system, maintenance and warranty fee and shall be payable in twelve (12) equal monthly installment within the year for 5 Years, total of 60 equal monthly installment. Management and maintenance of the system within the five-year period, shall be for the account of Wizzard.

VII. SYSTEMS OWNERSHIP AND RIGHT-TO-USE

The System is being owned by WIZZARD. Upon full payment of systems fee on or before the agreed five (5) year agreement, a licensed copy of the System shall be provided to the School for its perpetual systems use. In the event that any of the above systems fees are held in abeyance, temporarily stopped or discontinued by the Institution, WIZZARD, upon proper 30 day notice to the Institution, shall have the right to uninstall the Systems and discontinue its support to the Institution.

The system is being provided on a multi-user environment and shall have no limit as to the number of users which the Institution will authorize to use, provided that such is within the campus of MARIKINA POLYTECHNIC COLLEGE . In the event, however, of a possible discontinued operation or business closure on the part of WIZZARD, a copy of the source code shall be provided to the Institution for its own use in the future without need of demand and for the benefit of the School.

This agreement may be renewed by MARIKINA POLYTECHNIC COLLEGE every after the 5 year contract.

If in case the university/college opts to discontinue the services of Wizzard after the contract period, In consideration of the ownership transfer and the revenue that can be generated by the School, MARIKINA POLYTECHNIC COLLEGE shall compensate WIZZARD, a royalty fee for two years commencing after March 2026 or on the sixth year of the project, as follows:

| | College (Per student) | Period Covered |
|---|--------------------------|--------------------|
| | Semestral | |
| Royalty Fee from 6 th year onwards | 500.00 | March 2026 onwards |

Based on the above fee, the School agrees to eventually charge Usage Fee to the Students. It would be up to the School if an additional or higher fee than that shown above shall be passed on to the students for its additional income from the projects. WIZZARD shall be protected thru a minimum fee as shown above.

Support and Maintenance fee

After the five (5) year contract, a per visit support and maintenance fee of four thousand five hundred pesos (P4,500.00) shall be payable by MARIKINA POLYTECHNIC COLLEGE to WIZZARD if the need arises.

VIII. PRE-TERMINATION OF CONTRACT

Pre-termination of the Contract shall render the Client liable for pre-termination charges equivalent to 100% of the unrealized revenue charges for the unexpired term based on what was stated at article VI. PROJECT FEES AND TERMS OF PAYMENT. (The basis would be the existing number of enrollees multiplied by the agreed amount per student per enrollment multiplied by the number of remaining years.)

IX. SYSTEMS TRAINING

Five (5) persons from each department shall be allowed to undertake each of the training courses offered. This number of persons guarantees that system operation are being handed over to at least five persons in the department. The training facilities of the School shall be

utilized in the conduct of these training. The training of such personnel shall be done after the installation of all the modules. Such training shall be done for a period of three to six months.

In the event, however, that future training of users shall be requested by the Institution due to changes or resignations of its users, WIZZARD shall have the right to charge training fees based on time consumed and the level of staffs assigned to the training.

X. CONSULTANCY SERVICES

To ensure success on the project implementation and as part of our high service commitment for clients, we are offering you the following consultancy services, which could be implemented with just a **MINIMAL FEE**, as part of our project implementation. These services could have a tremendous impact on upgrading the mindset and culture of your employees, and could immediately translate to the successful implementation of the project.

1. Process Mapping and Analysis

This involves review of your ongoing School / University procedures which are covered by the modules to be implemented. Based on your existing procedure and process flow chart, we will identify and analyze the missing and the broken links which are usually the causes of various internal controls which are implemented by the institution. After such, we will come up with a **Revised Process Flowchart** and recommend an **Enhanced Internal Control** which needs to be implemented to strengthen the systems setup. This type of service are usually done by Accountants, and hence, being outsourced by us to the personnel of our affiliate, Grajo & Associates, an accredited Accounting and Auditing firm. The usual problems being encountered by Companies who need this type of service are as follows, to name a few:

- a) Uncollected accounts receivable
- b) Shortage in cash collection / positions
- c) Shortage in or missing inventories
- d) Unnoticed non-performing or obsolete assets
- e) Unauthorized changes in students accounts and/or grades

XI. SYSTEMS WARRANTY AND MAINTENANCE

WIZZARD shall be responsible for Systems Warranty and Maintenance will be perpetual from date of systems installation, provided that such is related to Systems Errors and provided, that, proper systems handling is being exercised by the Institution.

If the above terms meet your approval, kindly sign the duplicate copy of this proposal for your initial conformity subject to subsequent normal procurement process.

Thank you very much for giving us the opportunity to submit this proposal and hoping for a long-term business relationship with you.

WIZZARD TECHNOLOGIES, INC.

**Benjamine Tan
VP Special Projects**

Conforme:

**ATTY. LILY FREIDA M. MILLA
OIC PRESIDENT
MARIKINA POLYTECHNIC COLLEGE**