

NOTICE



**Expression of Interest**

SCOPE/Eoi/1/2016-17

“Society for Creation of Opportunity through Proficiency in English” (SCOPE), a Government of Gujarat initiative, hereby invites Expression of Interest for Selection of Agencies/prominent universities/international institutes/ institutes of repute/ established, well known and widely recognized exam assessment and test development bodies and companies providing International standard tests enhancing proficiency in English and enabling a window for entry of candidates from Gujarat to other countries for work, study and immigration purpose. The Eoi should be delivered to the email address [jointceo.scope@gmail.com](mailto:jointceo.scope@gmail.com) by 23.03.2016 by 6:00 pm. The details about this Eoi can be downloaded from the website [www.scopegujarat.org/eoi.html](http://www.scopegujarat.org/eoi.html) from 17.03.2016 onwards.

**Joint CEO, SCOPE**



**Society for Creation of Opportunity through Proficiency in English**  
Prajna Puram, KCG Campus, Opp. PRL, Navrangpura, Ahmedabad-380015

[www.scopegujarat.org](http://www.scopegujarat.org)

**EoI: SCOPE/EoI/1/2016-17**

**Expression of Interest for Selection of Agencies providing International standard tests enhancing proficiency in English and enabling a window for entry of candidates from Gujarat to foreign countries for work, study and immigration purpose**

SCOPE (Society for Creation of Opportunity through Proficiency in English) invites Expression of Interest for Selection of Agencies providing International standard tests enhancing proficiency in English and enabling a window for entry of candidates from Gujarat to foreign countries for work, study and immigration purpose.

Specifications and general terms and conditions are mentioned in the following pages.

The last date for submission of EoI : 23<sup>rd</sup> March, 2016

Stage 1: Shortlisting of profiles : 30<sup>th</sup> March, 2016

Stage 2: Presentation before Committee (only shortlisted ones) : 2<sup>nd</sup> April, 2016

Stage 3: Negotiation with the Committee

Place: Ahmedabad

Date: 16<sup>th</sup> March, 2016

(Jt. Chief Executive Officer)



**About SCOPE ([www.scopegujarat.org](http://www.scopegujarat.org))**

SCOPE (Society for Creation of Opportunity through Proficiency in English) has been setup by the Government of Gujarat to build English language proficiency in the youth of Gujarat and thereby create employment opportunities for them.

SCOPE has its registered office located at Prajna Puram, KCG Campus, Opp PRL, Near L.D. Engg. College, Navrangpura, Ahmedabad-380015

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## EoI Notice

**EoI Ref no: SCOPE/EoI/1/2016-17**

SCOPE, a Govt. of Gujarat initiative, invites Expression of Interest (EoI) from prominent universities, International institutes, institutes of repute, established, well known and widely recognized exam assessment and test development bodies and companies for providing affordable international tests for the candidates from Gujarat under SCOPE which could not only enhance the proficiency of candidates in English language but also open a window for them to study and work abroad i.e. the test should be accepted in multiple institutes in other countries (one or many).

Sr.No.	Description	Quantity	Last Date for Submission
1	Selection of Agencies providing International standard tests enhancing proficiency in English and enabling a window for entry of candidates from Gujarat to foreign countries for work, study and immigration purpose	Approx. 10,000 tests per annum	23-03-2016

The last date for submission of EoI : 23<sup>rd</sup> March, 2016

Stage 1: Shortlisting of profiles : 30<sup>th</sup> March, 2016

Stage 2: Presentation before Committee (only shortlisted ones) : 2<sup>nd</sup> April, 2016

Stage 3: Negotiation with the Committee

SCOPE is following a public EoI process. The detailed EoI document is available on SCOPE's website [scopegujarat.org](http://scopegujarat.org). EoI can be sent on this email id : [jointceo.scope@gmail.com](mailto:jointceo.scope@gmail.com). Bidders who are interested to submit their EoI can do so by following the terms and conditions mentioned in this document. The technical specifications and criteria for evaluation are mentioned in the following pages.

Place: Ahmedabad

Date:16<sup>th</sup> March, 2016

(Jt. Chief Executive Officer)

## SCOPE of Work

### **Specifications for Selection of Agencies providing International standard tests enhancing proficiency in English and enabling a window for entry of candidates from Gujarat to other countries for work, study and immigration purpose**

SCOPE intends to call Expression of Interest from prominent universities, International institutes, institutes of repute, established, well known and widely recognized exam assessment and test development bodies and companies for providing affordable international tests for the candidates from Gujarat under SCOPE which could not only enhance the proficiency of candidates in English language but also open a window for them to study and work abroad i.e. the test should be accepted in multiple institutes in other countries (one or many).

The specifications for such a test are listed below. In nutshell, the tests should meet the following criteria:

**1. Conforming to the International Standard and CEFR:** SCOPE adopts the CEFR (Common European Framework of Reference) in its current exams. The framework has been universally accepted by more than 135 countries for the purpose of uniformity and acceptability of the tests. The tests should be able to be evaluated on a range of band conforming to CEFR. The six levels of CEFR are defined below:

CEFR Levels	Level
A1	Beginner
A2	Elementary
B1	Intermediate
B2	Upper Intermediate
C1	Advanced
C2	Mastery

**2. Contextual approach (particularly for Indian folk):** There are various reports based on various surveys in India and Gujarat mentioning the poor communication skills among students. Therefore, the tests should have been widely conducted on a group of

students from various universities and institutions. It is preferred if trial tests are conducted with the students from Gujarat-based institutions and universities.

**3. Test Preparation Material :** a) **Student material:** The test providers must also provide a list of reference and study books for preparation for exams/tests. The books must be from the reputed publishers like Oxford University Press, Cambridge University Press or recommended or authored by a panel of ELT experts.

b) **Trainer Manual:** Besides student material, the test providers must provide trainers material/manual to guide them how to deliver the content in the classroom.

**4. Assessment, mass Exam conduction capabilities, scoring and security, integrity and reliability in the entire exam cycle :** All the tests should be CB (Computer-Based). The assessment should also be facilitated by computer (Automated assessment) based on the replies of the test taker except in cases like speaking or writing tests where human intervention for assessment is necessary for a fair result. The test should contain various sections in the exam to assess various skills of the learner. The mode of exam, duration, type of questions, no. of questions in each section are required to be clearly mentioned in the expression.

**5. Standardized tests:** The test provider must mention how the test items were developed and whether the tests are the standardized one. The test items must have gone through various parameters like reliability, validity, norm referencing, standardization, QA, benchmarking, adaptiveness, difficulty value, discrimination index and distracter analysis.

**6. Certification:** SCOPE intends to have joint certification for the tests until unless it does not affect the international acceptability of the tests.

**7. Acceptability:** The test must be accepted in at least 200 sites e.g. foreign universities, university departments and schools as English eligibility criteria during admissions.

Similarly, a significant no. of MNCs and industries should also accept the tests for employment/assessment purpose.

**8. a) Trainers availability:** The test providers must have a list of qualified trainers who are involved in training for test preparation. These trainers would be asked to provide their services for training of SCOPE's existing trainers in pedagogy and content training throughout the year.

b) **Training hours per test :** The training duration of each test should not be less than 60 hours.

**9. User feedback:** The test provider must submit a list of appreciation letters in their expression vouching for the credibility and usefulness of the tests.

**10. Membership:** The tests providers must have membership and affiliations with reputed national or international bodies/forums.

**11. Affordability:** The test should be affordable (in Indian context) for candidates i.e. not more than in four figures (INR) per test.

**12. Variants to cater various segment:** The test provider must provide test variants to cater to a range of segments e.g. tourism and hospitality, corporates, school and college students etc.

**13. Assessment of skills:** The test must be able to produce results to assess at least four skills - L (Listening), S (Speaking), R (Reading) and W (Writing). Assessment of additional skills would lead to more weightage to the bidder.

**14. Test availability:** Once demand has been raised, the test tokens must be available immediate for online download. Similarly for candidates, the arrangement must be there for coordination with SCOPE so that the test should be made available to be conducted within 3 days of registration by the candidate. SCOPE provides the digital infrastructure and deploys a team for conduction of the test. A helpdesk to be maintained during the exam sessions of the SCOPE.

**15. Result:** The result of the tests should be made available immediate for CAA (Computer-Assisted Assessment) and maximum within a week for human-based assessment.

**16. Warranty:** The tokens once purchased should be valid for lifetime use. In case, technology is changed and new tokens are downloaded, the agency would replace the old tokens with new tokens without any financial burden on SCOPE.



## **General Terms and Conditions**

1. The validity of the bid should be at least 90 days from the last date of submission.
2. No unsolicited correspondence shall be entertained after the submission of the bid.
3. If an order is placed with the agency, the purchase shall be governed by an agreement as per SCOPE guidelines in force at the time.
4. The bidder should have a minimum average turnover of INR 1,00,000,00 per annum for the last three financial years. Documents supporting the claim should be submitted with SCOPE office along with technical bid.
5. Additional terms and conditions will be incorporated in the purchase order, if needed, to safeguard the interests of SCOPE.
6. EoI is not transferable.
7. The bidder has to sign and stamp each page of the document.
8. In case of any dispute in respect of the EoI, all legal matters shall be instituted within the jurisdiction of Ahmedabad.
9. Bids must be submitted online only.
10. This is a public EoI and bids are invited from all eligible and reputed bodies, educational groups or universities.
11. Accepted rate cannot be altered during the EoI agreement period.
12. It is expected that the average number of tests takers will be 10,000 per annum. However, the number may change depending on the enrolment. SCOPE would pay only for the number of tests it has ordered for.
13. The bidder is eligible for payment only for accepted EoI rates and not eligible for any other charges.
14. The Cost per Test means the training, material, assessment and certification cost.
15. SCOPE reserves the right to reject any / all offers without assigning reasons thereof.
16. A draft of Rs. 50,000/- as EMD (refundable) and EoI processing fee of Rs.1000/- (non refundable) should be sent to this office by RPAD/hand delivery before last date of uploading of EoI. The drafts should be in favor of 'CEO SCOPE' payable at Ahmedabad. No EoI, without EoI fee/EMD, shall be entertained. Demand draft and

other documents related to EoI should be scanned also for online submission purpose, if asked to do so.

17. Strict timelines to be followed by the bidder. A penalty @ 18% per annum of the order amount would be charged for the delay in implementation of the agreed tasks. SCOPE has full authority to terminate the contract in case of inordinate delay in execution of the project.
18. The selected agency has to submit 10% PBG of the total work order till the contract is in force.
19. The test price should be inclusive of all applicable taxes.
20. The selected bidder must provide training to SCOPE staff and ZTP representative for using the test and training to their trainers on pedagogy and content.
21. The bidder should fulfill all the technical requirements before being considered for next round of financial negotiations.
22. SCOPE will not accept any plea with regard to any delay in submission.
23. SCOPE reserves the right to accept or reject any / all bids without assigning any reason whatsoever.

## Shortlisting and selection of the bidder

### Evaluation Criteria

#### a) Shortlisting

1. Shortlisting and/or selection of the agency/body/university will be made by SCOPE's authorized committee based on following criteria

Parameter	Weightage
Conforming to the International Standard and CEFR	10%
Material Availability for Learner and Trainer	10%
Mode of Exam	5%
Assessment system of Exams	5%
Assessment of skills (L,S,R,W, any other)	10%
Standardized Tests	10%
Acceptability of the test in foreign institutes/ universities/ schools	10%
Variants of tests for various segments	20%
Affordability	20%

Total Score will be calculated and the bidder with the highest score will be shortlisted for the contract. In case of equal score, all the bidders will be shortlisted for the next round. The bidder(s) have to submit the technical requirement by the last date mentioned in the EoI.

#### b) Selection

A committee appointed by the competent authority will, then, evaluate the bid or further negotiate with the bidder(s).

Committee may also invite the bidder(s) for a presentation pertaining to technical, managerial or commercial competency.

The bidder(s) have to submit the commercial bid document in a format and as per criteria as instructed by the Committee.

SCOPE's decision in selection of the bidder would be final after evaluating technical and commercial submission.

## **Instructions for the Bidder**

Bidder must submit the following information along with his bid

1. Name of the firm
2. Address
3. Head Office
4. Status/Constitution (proprietary, private ltd. etc)
5. Owner /Founder
6. Support Contacts
7. Staff strength and capabilities
8. Experience/Domain expertise
9. PAN number
10. TAN number
11. TIN number