



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

www.scopegujarat.org

EoI: SCOPE/EoI/2019-20/1

June 2019

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.

Announcement of EoI	5 th June, 2019 at 11:00 a.m.
Last date of downloading EoI document from SCOPE website	25 th June 2019 till 4:00 p.m.
The last date for submission of EoI	25 th June 2019 till 4:00p.m.

Further stages of selection: As intimated by Competent Authority

Place: Ahmedabad
Date: 5th June, 2019

(Chief Executive Officer)



About SCOPE (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, works under the aegis of Commissionerate of Higher Education, Gandhinagar and has been the most successful PPP modal in the state.

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

Instructions for the Bidder

I. The bidder should strictly follow the prescribed proforma to submit the bid document failing which will summarily result in rejection of the bid:

1. Each envelope should be individually sealed and essentially super scribed with the content of the envelope and Envelope D should bear the full address of bidder at left side bottom.

Envelope A	Non-Refundable EoI processing Fee of Rs. 2500/- (INR) in the form of Demand Draft.
Envelope B	Refundable EMD of Rs. 60,000/- (INR) in the form of Demand Draft.
Envelope C	Technical Bid
Envelope D	Containing Envelope A,B &C
EMD and EoI Processing fees in the form of DD in the favor of “ CEO, SCOPE ” Payable at Ahmedabad.	

II. The sealed envelope containing all the envelopes shall be super scribed as under:-



III. The **Demand Draft** for the EoI processing Fee and EMD should be drawn from any Nationalized Bank or any other Bank authorized by Government for Financial transactions.

IV. The bidder has to write page numbers on each page along with stamp of the agency and signature of the authorized person of the agency. The bidder needs to make an index at the very first page clearly mentioning the name and type of the document along with page numbers.

V. The bidder should send the duly signed and stamped EoI document along with the Technical bid document to SCOPE office.

Index for Technical Bid

Sr.No	Particulars
1.	Bidder’s Profile
2.	Conforming to the International Standard and CEFR
3.	Material Availability for Learner and Trainer
4.	Sample Certificate
5.	Mode of Exam
6.	Assessment system of Exams
7.	Assessment of skills (L,S,R,W, any other)
8.	Acceptability of the test in foreign institutes/universities/schools
9.	Variants of tests for various segments

10.	Affordability
-----	---------------

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
12. Other supporting documents/evidences.

EoI Notice

EoI Ref no: SCOPE/EoI/2019-20/01

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
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. 20,000 tests per annum.

Last date of submission of EoI: 25th June 2019 by 4:00 p.m. After that, the following stages will be considered:-

Stage 1: Short listing of profiles

Stage 2: Presentation before Committee (only shortlisted ones)

Stage 3: Negotiation

SCOPE is following a public EoI process. The detailed EoI document is available on SCOPE's website: www.scopegujarat.org. EoI should be sent only through speed post/ RPAD to SCOPE

EoI: SCOPE/EoI/2019-20/1

office. EoI sent in any other means will not be accepted by SCOPE. 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.

Address:

**Society for Creation of Opportunity Through Proficiency in English (SCOPE)
Faculty Block,
First Floor,
"Prajna Puram" (KCG Campus),
Nr. L D Engineering College, Opp. PRL,
Navrangpura, Ahmedabad- 380015
Ph: 079 26300593**

Place: Ahmedabad

Date: 5th June,2019

For Pre-EoI queries contact:

Julie Abraham

Email: scopeeoi.1920@gmail.com

Mob: 6356589729

Office Hours: IST 10:30 am -6:00 pm only

(Except 2nd & 4th Saturdays and Holidays as per Govt.of Gujarat)

(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 in maximum 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 candidates): 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 conducted on a group of students from at least five universities / institutions. It is preferred if trial tests are conducted with the students from Gujarat-based institutions and universities.

3. Learning material for the test (a) Student material: The test providers must also provide soft copies of relevant references of study books, study notes and worksheets which would aid the learner to self-prepare for exam. The books must be from the reputed publishers or recommended or authored by a panel of ELT experts. The learning material content should adhere following criteria:

- **Time required for production.**
- **Cost of printed materials plus audio plus video materials.**
- **Level / levels in terms of CEFR.**
- **Accuracy**
- **Fluency**
- **Connection to Educational Objectives.**
- **Relevance to Student Needs.**
- **Global as well as Indian cultural context.**

The criteria above mentioned is not conclusive, quality of content will be an advantage.

b) Trainer Manual: Besides student material, the test providers must provide trainers material/manual in hard copies, 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 done by the bidding institutions. The test should contain various sections in the exam to assess various skills of the learner. The mode of exam, duration, type of questions, and 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. The selected bidder should submit format of certificate and CMYK pattern, certification validity.

7. Acceptability: The test must be accepted in greater number of countries, universities and departments and schools as English eligibility criteria during admissions.

8. 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 to SCOPE's existing trainers in pedagogy and content training throughout the year cost free.

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

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

12. 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.

13. 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.

14. Result: The result of the tests should be made available immediate for CAA (Computer-Assisted Assessment) and within a stipulated time for human-based assessment.

15. 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. **The test tokens once purchased will be valid even after the expiry of agreement and SCOPE will have the full authority to use such tokens for lifetime.**

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 50,00,000 per annum for the last three financial years. **Documents supporting the claim must be submitted to 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 via speed post/RPAD.
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 20,000 per annum. However, the number may change depending on the enrolment. SCOPE would pay only for the number of tests it has ordered for. The tests purchased should have extended validity in case certain minimum number of tests is required to be purchased.
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 material, assessment and certification cost.
15. SCOPE reserves the right to reject any / all offers without assigning reasons thereof.
16. **The bidder should have a regional office in Gujarat.**
17. A draft of Rs. 60,000/- as EMD (refundable) and EoI processing fee of Rs.2500/-(non refundable) should be sent to this office by RPAD/Speed Post on or before last date. The drafts should be in favor of 'CEO SCOPE' payable at Ahmedabad. No EoI, without EoI processing fee and EMD, shall be entertained.

- 18. Demand draft and other documents related to EoI should be scanned also for online submission purpose, if asked to do so.**
19. The selected bidder is bound to follow strict timelines. A penalty at flat 10% 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.
20. The selected bidder should submit 5% security deposit /PBG of the work order refundable without interest; such deposit will not be refunded upon unsatisfactory performance.
21. The test price should be exclusive of all applicable taxes and sufficiently lower than the price in the open market.
22. The selected bidder must provide cost free training to SCOPE staff, college faculties and ZTP representative for using the test and training to their trainers on pedagogy and content.
23. The bidder should fulfill all the technical requirements before being considered for next round of financial negotiations.
24. SCOPE will not accept any plea with regard to any delay in submission.
25. The certificates provided by testing agency should have lifetime validity.

Short listing and selection of the bidder

Evaluation Criteria

a) Short listing

1. Short listing 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	15%
Material Availability for Learner and Trainer	15%
Mode of Exam	5%
Assessment system of Exams	5%
Assessment of skills (L,S,R,W, any other)	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.