



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À:**

**RCMP E Division HQ  
BID RECEIVING – Front Desk  
14200 Green Timbers  
Surrey, BC V3T 6P3**

**REVISION TO A REQUEST FOR  
STANDING OFFER –  
RÉVISION À UNE DEMANDE  
D’OFFRE À COMMANDES**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente revise; sauf indication contraire, les modalités de l’offre demeurent les mêmes.

Comments: - Commentaries :

<b>Title – Sujet</b> English Language Training Services		<b>Date</b> August 27, 2014
<b>Solicitation No. – N° de l’invitation</b> M2989-4-0056		
<b>Solicitation Amendment No. - No. De Modification de L’invitation</b> 001		
<b>Solicitation Closes – L’invitation prend fin</b>		
<b>At /à :</b>	<b>2 :00pm</b>	<b>PST (Pacific Standard Time) HNP (heure normale du Pacifique)</b>
<b>On / le :</b>	<b>Septembre 17, 2014</b>	
<b>F.O.B. – F.A.B</b> Destination	<b>GST – TPS</b> See herein — Voir aux présentes	<b>Duty – Droits</b> See herein — Voir aux présentes
<b>Destination of Goods and Services – Destinations des biens et services</b> See herein — Voir aux présentes		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Inquiries to – Adresser toute demande de renseignements à</b> Tian Lam		
<b>Telephone No. – No. de téléphone</b> 778-290-2776		<b>Facsimile No. – No. de télécopieur</b> 778-290-6110
<b>Delivery Required – Livraison exigée</b> See herein — Voir aux présentes		<b>Delivery Offered – Livraison proposée</b>
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l’entrepreneur:</b>		
<b>Telephone No. – No. de téléphone</b>		<b>Facsimile No. – No. de télécopieur</b>
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l’entrepreneur (taper ou écrire en caractères d’imprimerie)</b>		
<b>Signature</b>		<b>Date</b>



**Title: English Language Training Services**  
**Solicitation Number: M2989-4-0056**  
**Solicitation Amendment: 001**

**The following solicitation amendment 001 is raised to:**

1. Extend the closing date and time:

The closing date for this requirement has been extended until **2:00pm PDT on September 17<sup>th</sup>, 2014.**

2. Change the bid evaluation criteria:

At PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

DELETE:

1.1 Technical Evaluation in its entirety

INSERT:

**1.1. Technical Evaluation**

**1.1.1 Mandatory Technical Criteria**

The Offeror must comply with the following Mandatory Requirements. Any proposal that fails to meet the following Mandatory Requirements will be deemed non-compliant and will not be given further consideration. The following mandatory criteria will be used in evaluating the proposals:

MANDATORY Technical Criteria				
Description		Pass/Fail?		Where in your proposal is this information?
		Pass	Fail	
1.	<p>The Offeror must provide valid proof of certification for the instructor(s). Either one of the following certification is acceptable (a photocopy of the certificate/diploma must be submitted):</p> <ul style="list-style-type: none"> <li>a) Must have a teacher's certificate awarded by an accredited institute.</li> <li>b) Must hold a university degree in any other field AND must have completed a minimum of 1000 hours of teaching English as a second language to adults, in groups or individual lessons.</li> <li>c) Must hold a post-secondary diploma AND must have TESL diploma with a minimum of 1500 hours of teaching English as a second language to adults.</li> </ul>			



2.	The Offeror must demonstrate that they have a minimum of 1500 hours of recent experience within the last 5 years in English second Language training in Canada.			
3.	The Offeror must demonstrate that the instructor(s) have recent experience in second language evaluation/assessment reports over the last 5 years. The Offeror must provide a sample of a student's second language evaluation/assessment report.			
4.	The Offeror must demonstrate that the instructor(s) have experience in delivering English second language training in reading, writing, listening, and oral interaction. The Offeror must provide a sample lesson plan for reading, writing, listening and oral interaction.			
5.	The Offeror must demonstrate that the instructor(s) have experience in creating the following report: a) Learner's Progress Report The Offeror must provide a sample learner's progress report.			
6.	At offer submission, the Offeror must demonstrate that they are compliant with all the requirements listed in the Statement of Work.			

### 1.1.2 Point Rated Technical Criteria

POINT-RATED Technical Criteria				
Description	Points		Where in your proposal is this information?	
	Max Score	Your Score		
1. <b>Demonstrated Understanding</b> Include a written narrative as to what you understand about the requirements. Demonstrate in your own words what you understand the general and specific requirements of the work are.	10			
2. <b>Proposed Approach &amp; Methodology</b> Describe your approach and methodology of fulfilling the requirements. (5 points) Describe your knowledge and understanding of the second language training concepts and application of learning theories (5 points)	10			
3. <b>English as a Second Language Training Experience</b> Describe two examples where similar training services as the outlined requirement have been provided over the past five (5) years. For each example, indicate: a) name of client organization; b) period of service being delivered (m/y to m/y); c) number of individual and group training;	12			



	d) describe the learning approach and methodology being applied.			
4.	<b>Experience of conducting English language evaluation &amp; assessments</b> Provide a minimum of one example for each of the following assessments: a) placement test; b) written test; c) oral interaction	6		
5.	<b>Experience in creating reports</b> Provide one (1) example for each of the following reports (2 reports in total): a) Second language evaluation/assessment report; b) Learner's progress report;	6		
6.	<b>References</b> Provide two (2) separate references related to the work experience in English second language training. Indicate reference's name, organization, position, service delivery time (month/year to month/year), contact numbers and optional email address.	6		
7.	<b>Teaching Experience</b> Describe experience in teaching English as a second language and adapting activities to different learning styles.	10		
	<b>Total</b>	60		

*Note: All other terms and conditions remain unchanged.*