

RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:

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

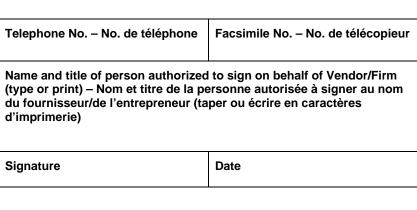
# REVISION TO A REQUEST FOR STANDING OFFER – RÉVISION À UNE DEMANDE D'OFFRE À COMMANDES

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

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

Comments: - Commentaries:

Title – Sujet English Language Training Services			Date August 27, 2014			
Solicitation No. – N⁰ de l'invitation M2989-4-0056						
Solicitation Amendment No No. De Modification de L'invitation 001						
Solicitation Closes – L'invitation prend fin						
At /à :	At /à : 2 :00pm			PST (Pacific Standard Time) HNP (heure normale du Pacifique)		
On / le : Septembre 17, 2014						
F.O.B. – F. Destination		GST – TPS See herein — Voi présentes	r aux	Duty – Droits See herein — Voir aux présentes		
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes						
Instructions See herein — Voir aux présentes						
Address Inquiries to – Adresser toute demande de renseignements à Tian Lam						
Telephone No. – No. de téléphone 778-290-2776			Facsimile No. – No. de télécopieur 778-290-6110			
Delivery Required – Livraison exigée See herein — Voir aux présentes			Delivery Offered – Livraison proposée			
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:						







**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			Fail?	Where in your proposal is		
		Pass Fail		this information?		
1.	<ul> <li>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):</li> <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		<u>Points</u>		Where in your proposal is this		
		Max Score	Your Score	information?		
1.	Demonstrated Understanding 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.	Proposed Approach & Methodology  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.	English as a Second Language Training Experience 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.	Experience of conducting English language evaluation & assessments  Provide a minimum of one example for each of the following assessments:  a) placement test; b) written test; c) oral interaction	6	
5.	Experience in creating reports  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.	References 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.	Teaching Experience Describe experience in teaching English as a second language and adapting activities to different learning styles.	10	
	Total	60	

Note: All other terms and conditions remain unchanged.