

REQUISITION

BASIC DATA

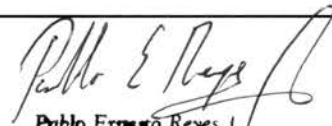
Requisition No: **246** Request Date: **03/04/2013**
 Operation Type: **1305 REQUISITION REQUEST**
 Branch: **01 HEADQUARTERS CALLE 17 No. 3 40**
 Description: **INTERNATIONAL TECHNICAL SUPPORT SERVICES TO DEVELOP THE ENGLISH CERTIFICATION AS A SECOND LANGUAGE PROJECT TO BE OFFERED TO THE GENERAL PUBLIC**

REQUISITION DETAIL

JUSTIFICATION:

With the aim of providing better conditions and opportunities to the people, and to participate in the academic, economic, and cultural dynamics in the international context, the Ministry of National Education implemented the National Bilingualism Plan 2004 – 2019 with the goal of strengthening the proficiency in a foreign languages as a strategy for the improvement of the quality of English teaching in Colombia, and for the promotion of competitiveness of its citizens. This project was defined taking into account the quality cycle: Standards (Strategy for defining English standards), assessment (Strategy for the assessment of students and teachers in all levels of the education sector), and improvement (Strategy in the offer of programs for the improvement of teachers and implementation of technology and media for teaching and learning the language). Within this context, the Ministry of Education defined the Basic Standards for Competences in English (MEN, 2006) by adopting the Common European Framework of Reference for Languages (CEFR) due to its robustness as a language framework and its relevance to the Colombian educational context. Consequently, ICFES, with the technical support from Cambridge ESOL (Cambridge University) conducted a pilot test in 2005 and 2006 aligned with the Common European Framework. Subsequently to such pilot test, ICFES designed an internationally validated test, with the support of Cambridge ESOL and the participation of the British Council, in order to assess the levels of competence in English for middle and higher education, thus giving origin to the application of the English test in the standardized tests SABER 11 (middle school) and SABER PRO (higher education) known presently. For the 2012 period, ICFES developed the project for calibrating the levels of CEFR in the levels A1 – B1, with the participation of Cambridge ESOL and the British Council in order to compare the results in a sample of 1000 students in the English exam on the standardized state tests against the performance obtained in the Key English Test (KET) from Cambridge, since it aims for a certification in the CEFR level A2, similarly to the test in Colombia and measures and reports on performance from A1 – B1 levels. On the other hand, and considering what is set forth in Act 1324 from 2009 in its article 12, ICFES is granted the competence to "(...) conduct other assessments that are commissioned by public or private entities and obtain earnings from them, in accordance to what is established in Act 635 from 2000". Therefore, and in order to trust the selling of services additional to the tests that are commissioned to the entity under the law, ICFES seeks to incorporate two additional evaluation components to the reading and use of English, already existing in the English test, knowingly Writing and Listening, in order to consolidate a test by which the general population and regular test takers may certify their proficiency in English as a second language. Considering the afore mentioned, ICFES intends to design the test specifications for the two new components through the international technical assistance from Cambridge English Language Assessment – ELA (part of the group of departments with expertise in assessments from the University of Cambridge), to carry out pilot tests regarding the items constructed under such specifications, and train the ICFES officials and external team in the construction and grading of instruments for this type of components. Given the specificity and technical conditions, this project shall provide and guarantee an English test capable of evaluating all of the competences in order to certify English as a second language within the international standards set forth by the CEFR. The project agreed upon by the ICFES and Cambridge ELA is structured in two stages. For the development of the first stage of the project, which is the purpose of this contract, Cambridge ELA shall produce detailed specification for the writing and listening components of the English test. The benchmark of these components are the KET, PET and FCE exams from Cambridge ELA. The Key English Test or KET identifies that the students have achieved a good foundation in the learning capability and that they show skills to communicate in English. The Preliminary English test or PET shows that a student can understand and communicate using everyday English at a B1 CEFR level. The Cambridge English: First or FCE shows that candidates can use everyday written and spoken English for work or study purposes at B2 CEFR level. The strategy defined for the development of this first stage consists in determining the requirements of ICFES oriented towards the local needs regarding the assessment of English as a second language. Cambridge ELA, in consultation with ICFES, shall determine the appropriate tasks by detailing them within the specifications of the writing and listening skills components, as well as the provision of the corresponding items that make up each component (including setting up of a trial exam and a first pilot). Considering the requirements of ICFES, Cambridge ELA proposes for the listening skills component to structure the test with 30 items with a duration of 40 minutes. This test shall measure from level A2 to B2 and will focus on listening for the identification of key and general information in a variety of informal and neutral, short and long dialogues. Likewise, it will measure the candidates' skill to identify the speakers' attitudes and opinions. For the writing skills component, a 45 minute test structured in two parts is proposed, with two mandatory tasks. Each task has a target reader and testing focus. Tasks are described as follows: a) Part 1 – Short task: write a short fragment between 35 and 45 words in length, focusing on the communication of three points of specific content. In this part, the candidates shall be evaluated by means of a grading scheme which emphasizes the communicative achievement b) Part 2 – long task: write a 120 – 180-word text, focusing on functional language. For this part, the answers shall be graded using assessment scales developed which enable to report levels from A2 to B2. Four sub-sets of grading shall be used following the writing assessment scheme from Cambridge ELA: Content, Communicative Achievement, Organisation, and Language. Grading shall be the responsibility of Cambridge ELA initially, taking into account the examiners qualifications. From the consolidation of the specifications, a trial application shall be conducted which will include the reading component and the use of the English language. ICFES will be in charge of administering this test to a representative sample of 1000 people (students from schools and universities). Cambridge ELA shall prepare a detailed report from the results of this trial test application regarding the behavior of the items and the operation of specifications constructed which will serve as input to prepare adjustments, modifications, and possible actions for improvement to be included in the initial designs. After making the necessary adjustments, the first pilot application shall be implemented. This application shall include the definite versions of the items to assess the writing and listening skills components. With the information collected by means of this pilot, Cambridge shall prepare a report taken into account the CEFR levels gauged to the scale of Cambridge ESOL. Without this step, it would not be possible to produce a report about the direct relation of the results to the CEFR. In this way, the first part of the project is concluded. Considering the fore mentioned, the ICFES seeks, through the international technical assistance of Cambridge ELA, to design the test specifications for the two new components, to conduct the trials and pilots regarding the items constructed under such specifications for this kind of components. Given its specificity and technical conditions, this project will provide and guarantee an English test capable of evaluating all of the competences required to certify English as a second language within the international standards considered by the Common European Framework for Languages (CEFR)."

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Pablo Ernesto Reyes J.
 Traductor e Interprete Oficial
 Acta No. 664 del 26 de Julio 1997

COLOMBIAN INSTITUTE FOR THE EVALUATION OF EDUCATION ICFES

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OBJECT OF CONTRACT

Cambridge English Language Assessment undertakes before the ICFES to provide the service of international technical assistance to advise on the development of the first stage of the project for certification of English as a second language, to be offered to the general public, regarding the design of evaluation instruments for the creation of the English Writing and Listening components.

TECHNICAL SPECIFICATIONS OF THE GOOD AND/OR SERVICE

It is necessary to count on the expertise and experience of an international organization or institution, at the forefront of English language assessments worldwide. This experience and expertise will be invaluable to the quality and outcome of this project.



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Ministerio de Educación Nacional

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<p>OBLIGATIONS OF THE CONTRACTOR</p>	<p>The contractor commits to:</p> <ol style="list-style-type: none"> 1. Collaborate with ICFES in order to produce a schedule of activities detailing execution times, , and dates for realization of the activities comprising the first stage of the project to be developed in conjunction with the ICFES. 2. Produce the detailed specifications for the writing and listening components of the English test. The reference for these components shall be the KET, PET and FCE tests from Cambridge English Language Assessment. 3. Determine the appropriate tasks by detailing them within the specifications of the writing and listening skills components, taking into account the requirements of ICFES oriented towards local needs regarding the assessment of English as a second language. 4. Supply ICFES with the items and other corresponding material which shall make up the writing and listening skills components for the trial test application. 5. Set up the structure defined for each component of the trial-sample test application that will take place during the second semester of 2013. 6. Process and report the results obtained in the trial-sample test application that will take place in the second semester of 2013. 7. Do the adjustments and/or modifications that may be required on the test specifications for the writing and listening components, taking into account the results obtained in the sample – trial application. 8. Provide ICFES with the items and other corresponding material that will make up the writing and listening skills components for the first application pilot scheduled for the second semester of 2013. 9. Set up the first pilot application for the second semester of 2013. 10. Deliver the following products: 10.1) Document containing the specifications developed for the writing and listening skills components of the English test; 10.2) Document including the results report of the sample – trial application scheduled for the second semester of 2013; 10.3) Document containing the adjustments and/or modifications made on the developed specifications, taking into account the results of the trial test application carried out. 11. Comply with the purpose of the contract in its entirety, in a timely manner, within the established term and in accordance with the quality agreed upon, as set forth above. 12. Maintain on behalf of the ICFES secrecy and reserve of information that is given, obtained, and handled because of the realization of the project. 13. To submit the invoicing bill or equivalent document, taking into account taxes deductible in Colombia before making the corresponding bank draft. 14. All other activities reasonably required in order to achieve the compliance with the purpose of the contract.
<p>RISKS IDENTIFICATION, VALUATION, DISTRIBUTION</p>	<p>The following are associated risks: 1.) Not having expected administrations of the components, which would not make possible the definition of the structure to be included in the English test for ICFES; 2.) Not guarantee the necessary applications to develop the first phase of the project; 3.) Not complete the agreed activities of Phase 1, and therefore we cannot move towards the final phase of the project.</p> <p>Nigel Pike serves, since 2009, as Director of Assessment of Cambridge Examinations. He is responsible for the continuous production of material, the revision and control of test products for examinations. He is responsible of all examinations and development of new services of assessment, as well as the development of item-banking systems and the delivery of computerized tests systems. Mr. Pike worked as Assistant Director, where he was responsible for the development of new products, English for businesses tests, other examinations on abilities credited by the UK government and the development of computer examinations. Considering his resume, experience and track record in the field of educational assessment, it is not required for the contractor to get an insurance policy. However, it will be included in the formal agreement the clauses tending to preserve the fulfillment of the acquired obligations.</p>


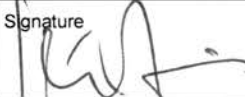

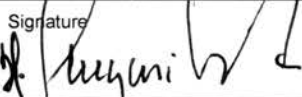
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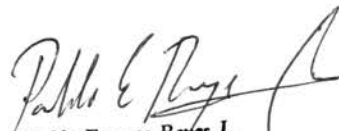

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PAYMENT METHOD	<p>The ICFES shall pay the CONTRACTOR the value of the contract as follows: The contractor shall invoice the value of the service provided, which is equivalent to TWO HUNDRED SEVEN THOUSAND FOUR HUNDRED THIRTY THREE EUROS (€207.433) in accordance with the manner of payment set forth below: One payment corresponding to EIGHTY FOUR THOUSAND SIX HUNDRED SIXTY SIX EUROS (€84.666), upon delivery of product 10.1; b) One payment corresponding to SEVENTY ONE THOUSAND NINE HUNDRED SIXTY SEVEN EUROS (€71.967), upon delivery of product 10.2; c) One payment corresponding to FIFTY THOUSAND EIGHT HUNDRED EUROS (€50.800), upon delivery of product 10.3. FIRST PARAGRAPH: For payment purposes, the CONTRACTOR shall submit besides the invoice or similar document, the certification of satisfactory acceptance signed by the supervisor of the contract. Payment shall be made provided that all of the required documents had been submitted; delays occurring for such concepts shall be the sole responsibility of the CONTRACTOR, therefore not entitling it to payment of interests or compensation whatsoever. SECOND PARAGRAPH: Payments due by the ICFES shall be made within fifteen (15) working days following the compliance of the requirements demanded in this clause, and they are subject to the Annual Cash Program (PAC). THIRD PARAGRAPH: The ICFES shall apply withholding for income and related taxes, and VAT at the time of making the payments, in accordance with the provisions in the contract value clause as set forth above. FOURTH PARAGRAPH: The value of banking commissions caused in the country by bank drafts sent overseas shall be charged when the corresponding disbursement is made and the corresponding debit note is issued by Banco Popular. FIFTH PARAGRAPH: Payments shall be made in Euros as per the currency exchange rate on the date in which the corresponding draft is actually made. In case of requiring an adjustment due to increase in the market representative exchange rate, the ICFES shall authorize it by means of justified resolution.</p>
IMPLEMENTATION TERM	For all legal purposes this contract will have a deadline until October 15, 2013, after fulfilling the requirements of development and implementation of the present order.

Product	Name	Amount Requested	Price Market	Total	Delivery				
					No Delivery	No Days	Amount	Date	Balance
211110029	Instrument Design Service	1	618230502	618.230.502					

PEOPLE IN CHARGE			
PREPARED BY	REVIEWED BY		APPROVED BY
Name Original Signed by JOHANA LILIANA LOPEZ GUEVARA	Name Original Signed by JULIÁN PATRICIO MARIÑO	Name Original Signed by ADRIANA JULET GIL GONZALEZ	Name Original Signed by MARGARITA PEÑA BORRERO
Signature 	Signature 	Signature 	Signature 


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