Government of Punjab
Punjab Education Sector Reform Programme (PESRP)
Programme Monitoring and Implementation Unit (PMIU)
*****
REQUEST FOR EXPRESSION OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)

Punjab Education Sector Project
Credit No. IDA 5106-PK
Contact No. PMS/21/2013-14

Assignment Title:  **HIRING OF FIRM FOR QUALITY ASSURANCE OF THE TEST TO BE ADMINISTERED TO THE CANDIDATES FOR RECRUITMENT OF PUBLIC SCHOOLS TEACHERS**

Government of the Punjab has received financing from the World Bank towards the cost of the Second Punjab Education Sector Project, and intends to apply part of the proceeds under Technical Assistance (Component II) for consulting services.

GOPunjab has notified a comprehensive Recruitment Policy for recruitment of Educators in the public schools. Under this initiative, approximately 30,000 posts of various cadres have been identified lying vacant at district level all over Punjab Province. In order to make recruitment of teachers against these posts in a transparent and merit oriented manner, test and interview will be conducted. Test will be conducted by engaging an independent firm as per rules. Selection Committees under the chairmanship of District Coordination Officers have been constituted under this policy which will interview the candidates who will qualify the test. The selected firm will prepare the test for each category and undertake the test of the candidates at various cites/places.

Before administering the test, GOPunjab has agreed with the development partners for third party quality assurance review of test. In order to assess the quality of the test to be administered for each category of post all over the Punjab province, PMIU intends to engage a management firm having sufficient experience specifically relating to test designing in education sector for public schools. The scope of work for the firm is to review the tests designed for various levels/categories of posts before administering the tests and make recommendations. Detailed TORs can be seen at PMIU’s website: www.pesrp.edu.pk

PESRP-PMIU now invites registered firms to indicate their interest in providing the services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services:

EOI Evaluation criteria is as under:

- Company profile: must be a registered firm working in Education field: 10 scores
- Corporate capacity: have capacity to review/assure quality of tests, permanent staff and temporary staff, names with their complete CVs indicating qualification and experience; 25 scores
• Detail of similar works/assignments already completed: please mention name of each assignment completed, duration and cost involved i.e. specific experience in preparing/designing the tests and its quality assurance in education sector: 25 scores

• Delivery mechanism: complete proposal in regard to work plan including implementation plan and teams to be constituted to handle the assignment as per above requirements: 30 scores

• Financial stability certificate: copy of audited reports of last five years: 10 scores

The attention of interested Consultancy firms is drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers [January 2011] (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

A consulting firm will be selected in accordance with the Selection Based on Consultants Qualification (CQS) method set out in the World Bank’s Guidelines: Selection and Employment of Consultants (under IBRD Loans & IDA Credits and Grants) by World Bank Borrowers (2011).

A consulting firm may associate with other firms in the form of a joint venture or a subconsultancy to enhance their qualifications.

Further information can be obtained at the address below during office hours i.e. 0900 to 1600 Monday to Friday.

Expression of interest must be delivered in a written form to the address below by October 20, 2013.

Programme Monitoring and Implementation Unit
Punjab Education Sector Reform Programme
8-A, Ali Block, New Garden Town
Lahore
Tel: 042-35867923
TERMS OF REFERENCE

School Education Department
Government of Punjab

SECOND PUNJAB EDUCATION SECTOR PROJECT

PROPOSED

TECHNICAL ASSISTANCE

TO THE

ISLAMIC REPUBLIC OF PAKISTAN
PUNJAB PROVINCE

FOR

HIRING OF MANAGEMENT FIRM

FOR

REVIEW OF TEST FOR QUALITY ASSURANCE
1. BACKGROUND INFORMATION

1.1. Beneficiary Country and Province

Islamic Republic of Pakistan, Punjab Province

1.2. Contracting Authority

Under the Second Punjab Education Sector Project and in agreement with the World Bank, the Programme Monitoring and Implementation Unit (PMIU), School Education Department (SED), Government of the Punjab is the contracting authority.

1.3. BACKGROUND AND OBJECTIVE

Government of the Punjab has received financing from the World Bank towards the cost of the Second Punjab Education Sector Project, and intends to apply part of the proceeds under Technical Assistance (Component II) for consulting services.

1.4. Government of the Punjab is implementing the Education Sector Reforms Programme (PESRP) with the assistance of the World Bank to support and scale-up specific interventions to improve education outcomes. GOPunjab is intended to implement the given initiatives in transparent and robust manner to accomplish the desired output within a minimum possible timeframe. These initiatives have been designed to directly promote greater school quality apart from other steps recruiting merit based teachers at all levels and through these improvements, promote the retention of students and school participation of new children.

1.5 Under PERSP-II, GOPunjab has rationalized the requirements of teachers under a well designed policy which covers fixing of teaching posts at the school level in relation to need and assigning teachers in line with rationalized posts. After undertaking a systematic drill on the basis of the new initiatives, a comprehensive Recruitment Policy covering all aspects including required qualifications for each category of post and quota for disabled has been notified by the GOPunjab. Thus recruitment against the vacant posts which are 30,000 approximately is the foremost objective of the GOPunjab to fill in the prevalent vacuum for better education results.

2. SCOPE OF THE SERVICES

2.1. As indicated above, Government of the Punjab is introducing various interventions to support and scale-up the school education. GOPunjab has notified a comprehensive Recruitment Policy for recruitment of Educators in the public schools. Under these initiatives, a number of posts of various cadres have been identified lying vacant at district levels. Detail of posts lying vacant cadre-wise is given below alongwith qualification requirement:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Post</th>
<th>Academic Qualification (atleast 2nd Div)</th>
<th>Professional Qualification (atleast 2nd Div)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ESE</td>
<td>BA/BSc/BA (honors) /BSc (Hon) /BS (Hon) or BSED/ADE/BEd (Hon-4)</td>
<td>B.Ed/M.Ed/MA (Edu)</td>
</tr>
<tr>
<td></td>
<td>2.2</td>
<td>2.3</td>
<td></td>
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<td></td>
<td>In order to make recruitment of teachers against the above posts lying vacant at district levels in a transparent and merit oriented manner, test and interview will be conducted. Test will be conducted by engaging an independent firm as per rules. Selection Committees under the chairmanship of District Coordination Officers have been constituted under this policy which will interview the candidates who will qualify the test. The selected firm will prepare the test for each category and undertake the test of the candidates at various agreed cites/places.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Before administering the test, GOPunjab has agreed with the development partners for third party quality assurance review of test. In order to assess the quality of the test to be administered for each category of post all over the Punjab province, PMIU intends to engage a management firm having sufficient experience specifically relating to test designing in education sector for public schools. The scope of work for the firm is to review the tests designed for various levels/categories of posts before administering the tests and make recommendations.</td>
<td></td>
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</table>
3. **Deliverables**

3.1. The assignment entails full secrecy at all steps of the activity. Very experienced and appropriately qualified persons who have vast knowledge of preparation and administration of tests for various cadres in the public schools etc are required to perform the job and assess the quality of tests so that merit oriented and qualified candidates can be recruited. The main purpose of the review is to assess the standard and quality of tests and subsequently, an action plan with systematic and specific recommendations to upgrade the tests is expected from the firm within the shortest possible span. Thus highly experienced and qualified firm will be selected under the World Bank Procurement Guidelines which have the capacity to:

- Review test items in light of the national teacher standards and the purpose of the test as established by the Education department for various categories of teachers.
- Review a sample of test items to ensure that the test items are not technically flawed, clearly stated and correctly keyed.
- Consider the difficulty and fairness level of the test items selected in view of the expected applicants for the positions (the test should not be too easy or too difficult) and also review the overall test length.
- The test preparation should involve a pilot testing- the test review firm should be able to scrutinize the pilot conducted/planned and determine how rigorous the piloting process was to determine the difficulty level of the test.

3.2. **EOI Evaluation criteria is as under:**

- Company profile
- Corporate capacity
- Detail of similar works/assignments already completed
- Delivery mechanism
- Financial stability certificate/Audited Report (latest)

4. **Timelines**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Deliverable</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Review of Tests designed by the third party</td>
<td>5-6 days</td>
</tr>
<tr>
<td>2</td>
<td>Recommendations and Final Report</td>
<td>4-5 days</td>
</tr>
</tbody>
</table>

5. **Selection Method**

5.1. A consulting firm will be selected in accordance with the Selection Based on Consultants Qualification (CQS) method set out in the World Bank’s Guidelines: Selection and Employment of Consultants (under IBRD Loans & IDA Credits and Grants) by World Bank Borrowers (2011).

5.2. A consulting firm may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.