English Connects, Sub-Saharan Africa

Consultant Response

English Connects: Djibouti ESP Textbook Writer Training Consultant

24 November 2020

Consultant Response

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| Experience (50%) |
| Outline your experience and track record in successfully developing ESP learning materials for young adult learners (aged 18+), preferably in a developing country context, ideally in Sub-Saharan Africa. In your response, you are asked to specify:   * which countries/regions you have worked in and details of materials developed * the link between the materials and the curriculum and syllabus * the exact role of the materials with regards to the students’ English language learning journey   Please also submit a sample of recent previous work for evaluation in this area. |
| Consultant Response (no more than 750 words): |

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| Approach (25%) |
| Describe your approach to the remote ESP Textbook Writer Training Consultancy.  In your response, you are asked to include:   * an outline of your approach to developing the relevant training materials for the Ministry textbook writing team * an example of how you have worked previously on similar projects and taken on board feedback from the participants and/or stakeholders * an example of how you ensure that your work meets the needs of the beneficiaries and is contextually and culturally appropriate |
| Consultant Response (no more than 500 words): |

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| Commercial (25%) |
| It is essential that the British Council enters into an arrangement where pricing is clearly defined and transparent against an efficient and effective approach.  To satisfy this objective each consultant is asked to specify their daily rate for delivering the output.  Please state your daily rate both excluding and including applicable taxes/VAT. All prices must be quoted in UK Pounds Sterling. |
| Consultant Response:  Daily rate in GBP excluding taxes/VAT (£):  Daily rate in GBP including taxes/VAT (£): |

Contracting requirements

The British Council’s contracting approach in respect of the required services is set out at Annex 2 (Terms and Conditions of contract) (“Contract”). By submitting a consultant response, you are agreeing to be bound by the terms of the Contract without further negotiation or amendment.

Before finalising the contract, the selected consultant writer will be required to supply all required documents for due diligence, such as references, police clearance and academic certificates.

Submission declaration

I confirm that the documents set out in this consultant response are correct to the best of my knowledge and belief, having applied all reasonable diligence and care in the preparation of the response, and that the information contained within my response is accurate and truthful.

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| Name (print) |  |
| Signature |  |
| Title |  |
| Date |  |

Application process and deadline

Please submit the below to: [**Subsahara.Procurement@britishcouncil.org**](mailto:Subsahara.Procurement@britishcouncil.org)

Email subject line: **English Connects: Djibouti ESP Textbook Writer Training Consultant**

* Completed Consultant Response (Annex 1)
* CV and covering letter
* Samples of recently developed ESP materials for English language learners
* Email plus attachments must not exceed 10MB

Submission deadline: **Wednesday 9 December 2020 (23:59 UK time)**