

**Design and Deliver Capacity Building Training for
Thai vocational colleges Tender
British Council Thailand**

1. Are students / staff likely to be from one college or would delivery be split over several colleges throughout the two weeks?

The delegates will be selected nation-wide by the Office of Vocational Education Commission, Ministry of Education, and training will take place in a training centre / training centres. The location(s) for the training centre is yet to be confirmed, but regular facilities will be provided: meeting rooms, screen and projector, computer and internet access.

2. What is the level of English of the participants?

Prior to their participation to the programme, all delegates will be required to take an English Proficiency Test.

The successful candidates need to meet our requirement at least in **B1 level (equivalent to 3.5/4.0/4.5)**

IELTS and the Cambridge ESOL examinations in a European context

IELTS and the Cambridge ESOL examinations are linked to the international six-level scale established by the Council of Europe. This means that you can use them for professional and educational recognition in the European Union.

<i>Common European Framework of Reference Levels</i>		<i>IELTS Band scores</i>	<i>General English Examinations</i>	<i>Business English Examinations</i>	<i>Legal English ILEC</i>	<i>Financial English ICFE</i>	<i>BULATS Scores</i>
Upper advanced	C2	7.5 +	CPE	-			90 - 100
Advanced	C1	6.5/7.0	CAE	BEC Higher	Pass C1	Pass C1	75 – 89
Upper intermediate	B2	5.0/5.5/6.0	FCE	BEC Vantage	Pass B2	Pass B2	60 – 74
Intermediate	B1	3.5/4.0/4.5	PET	BEC Preliminary			40 – 59
Elementary	A2	3.0	KET & YLE Flyers	-			20 – 39
Beginner	A1	-	YLE Movers YLE Starters	-			0 - 19

Once the successful candidates are selected, they will need to attend 5 days of training in basic English for the education profession for teachers, and general English for students, to pave their language foundation. This will be delivered by British Council Thailand before the training with the UK vocational expert.

3. What are the standard expected hours for delivery?

6 hours per day (09.00 – 12.00 and 13.00 – 16.00)

4. **Should the training for students deliver specific accredited units, or should the approach be more a taster of a range of subjects covering both the hospitality and tourism international context?**

The training will be an additional international experience for students, and not expected to contribute towards their current course of study.

The purpose of the training for both audiences D and E is to provide an international experience for Thai young people in order to develop their global outlook and intercultural confidence, in order to improve employability in the ASEAN economic community.

We are open to recommendations on the approach that will best deliver the outcomes of the project. We will assess the recommendations included in tenders in terms of the approach and value for money, and then agree the range of content based on recommendations when agreeing the contract.

5. **Will any support be provided locally in Thailand with regard to local transport / accommodation / provision of copying services etc.?**

In-country transportation, accommodation and administration services will be provided by the British Council team in Thailand.

6. **Does “Mechanics” refer to the general area of 'mechanical engineering' or specifically to 'motor mechanics'?**

General area of Mechanics

7. **Is there any more information about expectations and frequency of contact for Phase 2?**

We are open to recommendations on the follow up support after the training that will best deliver the outcomes of the project. We will assess the recommendations included in tenders in terms of the approach and value for money, and then agree the frequency of contact and expected work when agreeing the contract.

8. **Is it expected that the trainer for target audience A will participate in the delivery for the full 5 days or will the trainer only be expected to deliver one module?**

The British Council trainer will provide the leadership skills content while we expect to have the trainers co-trained at all times to feed in the case studies from vocational context. The sample of the course design can be seen as below:

Day	Programmes	Trainers
Day 1	Leading and Managing and Leadership styles	Led by School Leadership trainer + UK vocation expert feed in the case studies from vocational education context
Day 2	The benefits of the international dimension	
Day 3	Developing staff and distributed leadership + Community engagement	
Day 4	Vocational education and industry engagement	Led by UK vocational expert + School Leadership trainer will support facilitation
Day 5	Action plan activities for the college director	British Council and UK expert

The School Leadership trainer and the UK vocational expert will prepare together the programme and the way they want to facilitate the session. The School Leadership training will lead the first 3 days in terms of programme and delivery with the UK vocational expert feeding into the programme and co-delivering the sessions. The UK vocational expert will lead Day 4 with the School Leadership trainer supporting the facilitation. Day 5 is a day for action planning where both trainers will support participants. The methodology for delivery of Days 1-3 +5 will be interactive with an important part dedicated to participant's reflection and peer review.

The description of School Leadership Module and Sample of participant manual on Community engagement module can be found on the separated attachment.

9. What costs should be included in the tender?

This is a tender for a consultancy contract (not an International Skills Partnership), and therefore should include the day rate of the trainers and proposed number of days. In addition to the charges, the British Council will reimburse the consultant for the following expenses incurred as a direct consequence of the engagement, subject to such expenses being agreed with the British Council separately in advance:

- Travel expenses supported by receipts to cover international return air ticket, visa fee and UK domestic travel in relation to the consultancy visit
- Expenses for the working days in Thailand, up to a maximum of:
 - Breakfast (if not included in the room rate): 400THB
 - Lunch (if not provided): 845 THB (Bangkok), 597 THB (elsewhere)
 - Dinner (if not provided): 1300 THB (Bangkok), 765 THB (elsewhere)



FAQ
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All accommodation and local travel will be arranged for and paid directly by the British Council.

For more information on British Council Policies for Consultants, please see our website:
<http://www.britishcouncil.org/partner/international-development/jobs/policies-consultants>