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Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number	7647139
Procuring Entity	DEPARTMENT OF TOURISM
Title	Teaching English to Speakers of Other Language (TESOL) Certification Course (2nd Posting)
Area of Delivery	

Solicitation Number:	2021 - 04 - 0033 (2nd Posting)	**Status**	**Pending**
Trade Agreement:	Implementing Rules and Regulations	**Associated Components**	2
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)		
Classification:	Goods	**Bid Supplements**	0
Category:	Education and Training Services		
Approved Budget for the Contract:	PHP 800,000.00	**Document Request List**	0
Delivery Period:			
Client Agency:		**Date Published**	27/04/2021
Contact Person:	John Paulo Samonte Francisco Administrative Officer I 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-4595200 psfrancisco.logistics@yahoo.com	**Last Updated / Time**	26/04/2021 18:38 PM
		Closing Date / Time	30/04/2021 10:00 AM

Description

TERMS OF REFERENCE
I. BIDDER: Service Provider
II. PROJECT TITLE: Teaching English to Speakers of Other Language (TESOL)
Certification Course
May 2021
III. BACKGROUND
The Office of Product and Market Development-Education Tourism will be conducting the Teaching English to Speakers of Other Language (TESOL) Certification Course via online platform to be participated by English as Second Language (ESL) teachers from the different provinces in the Philippines, i.e. Cebu, Iloilo, Bacolod, Davao, Clark, Subic, Baguio, and NCR. The course aims to provide a teaching skills enhancement program for ESL teachers that will equip them with the current, relevant, and appropriate ESL teaching methodologies which will in turn make the Philippines more competitive in the global ESL arena as holders of TESOL certificate are given preference by ESL institutions all over the world.
IV. MINIMUM REQUIREMENTS FOR SUPPLIERS
☐ Must be an organization/company experienced in and capable of facilitating and developing modules for a workshop concerning education, particularly in English language teaching;
☐ Must be accredited with the Philippine Government Electronic Procurement Systems (PhilGEPS); and
☐ Must be amenable to send-bill arrangement/government procedure.
V. SCOPE OF WORK AND DELIVERABLES
The consultant / workshop facilitator will be responsible for the following:
☐ Provision of a trainer for the TESOL Certification Course.
☐ Provision of an appropriate online platform for the training sessions.
☐ Development of the appropriate process/modules and other essential materials for the training.
☐ Provision of assistance in the review and transfer of face-to-face lesson plans to online lesson plans.
☐ Online meetings or consultations with the PDOT and trainer throughout the project implementation.
☐ Facilitation of the pre-training screening and selection of participants, actual training sessions, mentoring sessions, post-training assessment, issuance of certificate of completion, and report submission.
☐ Below is the table showing the proposed phases, stages, topics, and expected outputs of the training. We also welcome any suggested development of the proposed work plan and contents below.
Time

Lessons/Learning Outcomes
Output
Days 1-2
9.00-12.00
1.00-4.00
Setting Expectations
1 About TESOL
2 Teaching and Learning Frameworks: Behaviorism, Constructionism [Cognitivism]:ALM, CLT
1 All About TESOL
2 How Do We Learn?
3 All About Behaviorism
4 All About Constructionism
5 Picking Krashen's Ideas
6 ESL Instructions: Major Takeaways
Time
Lessons/Learning Outcomes
Output
3 SLA Theories
4 ESL Instructions Survey
[Videos]
Days 3-4
9.00-12.00
1.00-5.00
*CONCEPTS ALIGNMENT
TESOL Reading and Listening
1 Decoding Processes:
Detail the Bottom-Up, Top-Down, Interactional Processes in Teaching Receptive Skills with emphasis on Vocabulary Decoding, Acuity Development, Whole-Text Decoding and Phoneme sequence and Cluster sequence Decoding Techniques like Skimming and Scanning, Context Meaning, Signpost words, Grammatical Markers and Phonological Features.
2 Materials Selection/Adoption:
Detail techniques for materials adoption with emphasis on CEFR-based vocabulary resource analysis, grammar range and complexity analysis
3 Lesson Planning:
Examine Teacher and Learner Roles, Learners Profiles
[CEFR-based], and Implementing LP using
P3, E3,M3,T3,ESA,TBLT
1 Inventory of Learners' Profile
2 Inventory of Factors affecting
L2 Learning [Reading and Listening]
3 Lesson Plans
4 Key Concepts Inventory in TESOL Reading and Listening
Day 5
9.00-12.00
1.00-5.00
Processing and Analysis of Outputs:
Worksheet/Task sheet; Review of Concepts
Alignment of Teaching Practices:
Demo-Teaching based on TESOL Frameworks
Worksheets/Task Sheets
Journal
Days 6-7
9.00-12.00
*CONCEPTS ALIGNMENT
1 Accuracy and Fluency:
1 Lesson Plans in Speaking and Writing
Time
Lessons/Learning Outcomes
Output
1.00-5.00
Detail Managing Accuracy and Fluency issues in TESOL. Will emphasize Focused and Controlled vs Unfocused and semi-controlled Practice;
Discuss Chunking and Inversion
Techniques; Templates and Creative Elements
Lexical Resource Expansion and Grammar Resource Development in Writing and Speaking.
Detail examples of Methods in lexeme development like Thematic Cluster, Morphology, and Cognates
Detail Corrective Feedbacking features with emphasis on When, What, How, Who in Implementing CF.
2 Materials Selection/Adoption:
Detail techniques for materials adoption with emphasis on CEFR-based vocabulary resource analysis, grammar range and complexity analysis
3 Lesson Planning:
Examine Teacher and Learner Roles, Learners Profiles
[CEFR-based], and Implementing LP using
P3, E3,M3,T3,ESA,TBLT
2 Speaking activities and Writing activities
Days 8-9
9.00-12.00
1.00-5.00
*CONCEPTS ALIGNMENT
1 Detail the CEFR or Common European Framework of Reference:
Will emphasize
A1, A2 [Elementary] Descriptor, Can Dos, sample cases ; B1, B2 [Intermediate] Descriptor, Can Dos, sample cases

;C1, C2 [Advanced] Descriptor, Can Dos, sample cases
1 Sample CEFR Vocabulary list across levels
2 List of Can DOs across CEFR level
3 TEYL Lesson Plan
4 TEYL Activities for Online Classes
Time
Lessons/Learning Outcomes
Output
2 TEYL – Teaching English to Young Learners: Online Approaches and Strategies
[Total Physical Response -TPR, Whole-Brain Teaching-WBT, Reggio Emilia]
Day 10
9.00-12.00
1.00-5.00
Processing and Analysis of Outputs:
Worksheet/Task sheet; Review of Concepts
Alignment of Teaching Practices:
Demo-Teaching based on TESOL Frameworks
1 Video Recording
2 Final Tasks
Day 11
9:00 – 12:00
1:00 – 5:00
Final ASSESSMENT
Submission of Post-training report (to be submitted in printed and/or digital format)
VI. QUALIFICATIONS OF SUPPLIER
1. The company must be in TESOL certificate training and education for at least two (2) years and licensed to issue Professional TESOL Certificate (260 hours) to graduates.
2. The company must be a TESDA registered school or a private TESA TVI affiliate TESOL/ESL Center.
3. Minimum qualification of TESOL Trainers of the company:
☐ Head of TESOL/ESL program for at least two (2) years (in the last five years)
☐ TESOL/ESL teacher for at least 5 years
☐ Must have at least a TESOL diploma issued by a University/College (local/overseas)
☐ Must have a TESOL Certificate (in advanced Standing or Master TESOL Level)
☐ Must have an e-learning management certificate (Edmodo, or other e-learning management platforms)
☐ Must have an active affiliation/membership with government recognized Teachers of English Association (local or overseas)
4. The company must have a partnership with ESL centers in the delivery of ESL classes via online or face to face using EDMODO-ELMS as Learning Management Platform
VII. BUDGET
Total approved budget for the conduct of the Tesol Training is PHP 800,000.00 inclusive of all applicable taxes and should cover all requirements enumerated above.
The winning bidder shall be determined based on the proposal's responsiveness to the TOR and with most advantageous financial package, provided that the amount of bid does not exceed the above total budget.
Project expenses to be charged to the 2021 OPMD-GAA.
VIII. CONTACT PERSONS
Contact Persons : MARISSA A. MASANGKAY /
JAENA SALABIT
Address : Office of Product and Market Development
5F The New DOT Building
Senator Gil Puyat Avenue
Brgy. Bel Air, 1200 Makati City
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jaena_salabit@yahoo.com

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Service Provider	Teaching English to Speakers of Other Language (TESOL) Certification Course	1	Lot	800,000.00

Other Information
Eligibility Requirements

1. Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zone Area,

In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within period prescribed by the local government unit.

2. PhilGEPS Registration Number

3. Latest Income/Business Tax Return (For ABC above PhP500, 000.00)

4. Original or Certified True Copy of Duly Notarized Omnibus Sworn Statement

Note: Kind submit your quotations together with your eligibility requirements thru email and sent it to jsfrancisco@tourism.gov.ph on or before 30 April 2021 at 10:00 am. Late and unsigned quotations shall not be accepted.

Created by	John Paulo Samonte Francisco
Date Created	26/04/2021

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