Request for Expressions of Interest for STEAM Teacher Training Program in the Kingdom of Saudi Arabia

## 1- Purpose of this Request for EOIs

MiSK Foundation is currently working on the development of a new Science Museum in the capital of the Kingdom of Saudi Arabia (KSA), Riyadh. The future museum, which will be named ILMI, a world of science and innovation, is due to open in 2022.

While plans for ILMI’s construction are underway, the Management wishes to establish a **Community Engagement Program** which includes but is not limited to a Teacher Training Program in STEAM related courses and fields.

## 2. Background

The background on the need to establish the Community Engagement Program (CEP) in general and the Teacher Training Program in specific is:

* The concept of interactive science centers and museums is still very new in the Middle East and the Arab Gulf region and it is intended that such a Program would establish the bridges with the community ahead of opening ILMI to the public. Thus, it is essential to raise the bar in regard to learning and teaching sciences in less traditional formats.
* The Program aims to build on the mission of ILMI which is: “*To provide Saudi families with unique, engaging experiences that will awaken a love of science and broaden their horizons, and unlock the excitement, passion and talents that will produce the scientists, designers and technologists of Saudi’s future*.” Therefore, the concept is very much to excite the Saudi community about STEAM fields and contribute towards raising future generations of innovators.
* The program should contribute to the improvement of the teaching quality which is still very much traditional and lacks the usage of interactive tools or materials to entice children and youth to experiment with science and other STEAM related subjects.
* Since the Museum will also attract a substantial number of visitors from schools, it has been deemed essential to work with teachers in advance by building their skills and abilities in teaching STEAM related subjects and using interactive learning in classroom teaching. It is anticipated that these teachers will learn to rely on ILMI as an additional tool to support their teaching methodologies in the future.

## 3. Objectives of the Community Engagement Program

Based on the above background, ILMI wishes to start with a solid program to address misconceptions in society about museums and science at the same time. Furthermore, it aims to also establish a solid relationship with the Saudi community prior to opening and to establish its brand in a solid manner.

The below are the specific objectives of the program:

1. Introduce STEAM to children and youth as an exciting topic that is, unlike what they are taught in schools, is actually interesting.

2. Introduce ILMI as a partner in the society with active involvement with children, youth, teachers and parents to encourage them to engage in STEAM.

3. ILMI will also be engaging with teachers in public schools specifically through this Program and contributing to the development of science/STEAM teaching methods which will ultimately affect children’s learning outcomes.

4. Create pre-launch awareness and publicity about the Science Center before it is opened which will help immensely in driving traffic and removing barriers to visitation.

## 4. Initial Concept of the Teacher Training Program

It is aimed that the ILMI Teacher Training Program will support teachers and educators in classrooms through the provision of hands-on, interactive STEAM related coursework that is in line with grade-level curriculum.

The project will entail the development and implementation of course packages that teachers can use within their classrooms to create more interactive, engaging and memorable learning experiences for children in their charge and also links to the envisaged content of ILMI.

The project will focus on building the capacities of public Schools’ teachers in the capital Riyadh who teach sciences in the **first, second and third grades** as a first phase with a possibility to expand to higher grades in the future.

The ILMI Teacher Training Program is anticipated to extend over a period of two years as a first step and will be extended over a longer period and with more reach once the first stage is evaluated.

It is also anticipated and planned that the Teacher Training Program shall be integrated with current training initiatives and programs being developed by the Saudi Ministry of Education. It is therefore, intended to run in tandem with the Ministry’s efforts and not to overlap with them.

Accordingly, it is important that the ILMI Teacher Training courses are designed to include, complement and add a new layer to the Ministry of Education’s training programs.

It is also essential that the ILMI program’s success is continuously evaluated and adapted (if needed) to ensure that it is adding value to teachers and the Saudi education system.

## 5. Scope of Work for the design and implementation of an informal science teacher training program in Riyadh

To be detailed in the RFP to be issued to short-listed firms

* + 1. Phase I: Research the current situation in the Kingdom of Saudi Arabia in general and in schools in Riyadh in specific to analyse:
       - Total number of public schools’ teachers
       - The training programs they are currently being offered
       - The needs of the Saudi teaching community (in public schools) and possible gaps in teaching methodologies specifically in STEAM subjects
    2. Phase II: Development of the coursework for the Teacher Training Program in the Arabic Language, development of the Program’s methodology and implementation and approval of the concept, coursework and plan by the ILMI Management.
    3. Phase III: Implementation of the **Pilot** Teacher Training Program, conduct evaluation based on a pre-approved monitoring and evaluation (M&E) plan, and issue the necessary findings. The Program may undergo certain adaptations if needed based on the evaluation of the pilot phase.
    4. Phase IV: Roll-out of the Program based on the set and approved plan.

## 6. Purpose of Information Request

Through the issuance of this Request for Expressions of Interest (EOI), ILMI seeks to gauge market interest from teacher training providers who would be interested in designing and implementing this program.

Notwithstanding, this EOI is solely issued for the purpose of gathering information regarding interested parties and does not constitute a commitment implied or otherwise that ILMI will initiate a procurement action in this matter.

## 7. Eligibility to Pre-Qualify

Interested applicants should have the following pre-qualifications:

* A solid and established track record in developing and implementing teacher training programs in STEAM related subjects.
* Previous experience should include interactive learning and teaching methodologies.
* Experience in working with science centers/museums is an advantage but not a requirement.
* The ability to develop and offer the training material in the Arabic language as well as build a solid relationship with Saudi Arabia’s Ministry of Education and ensure long-term sustainability.

## 8. Instructions for Preparing and Submitting Expressions of Interest

To be considered for the short list, interested firms or consortia must provide the information requested in **Attachment A** emailed to [ILMI@misk.org.sa](mailto:ILMI@misk.org.sa) together with a cover letter and the signed NDA to the attention of – Shouq AlSaleh,

Expressions of Interest must be received at the above email by no later than February 19, 2019 at 5:00 pm. Pre-qualifications documents received after this deadline will not be accepted. No phone inquiries about this Request for Expressions of Interest will be accepted. ILMI will circulate and announce this Request for Expressions of Interest and future updates, and email registered interested applicants any updates (please note the timeline table below for more details).

All Expressions of Interest submitted by Applicants in response to this Request for EOIs will be treated as confidential documents, but they will not be returned. Each Applicant will bear all costs and expenses associated with the preparation and submittal of the pre-qualification package, including the provision of any Supplemental Information that may be requested.

If an Applicant knowingly makes a misrepresentation in submitting information to ILMI, such misrepresentation may be sufficient ground for denying prequalification to that Applicant, rescinding the Applicant’s prequalification, rejecting an Applicant or rescinding an award of a Contract or terminating the Contract itself.

## 9. Procurement Timeline

The tentative timeline for the procurement of services for the design, development and implementation of the proposed STEAM Teacher Training Program in Riyadh, is *approximately* as follows:

|  |  |
| --- | --- |
| Date | Deliverable/Action |
| January 30, 2019 | Request for Expression of Interest issued |
| February 5, 2019 | Interested applicants register their firm’s initial interest, contact details and the signed NDA by email to: [ilmi@misk.org.sa](mailto:ilmi@misk.org.sa)  This initial interest is non-binding for all parties and intended to allow for future communication on the below actions only. |
| February 19, 2019 | Deadline for receiving EOIs from interested firms/consortia (no later than 5:00 pm GMT). |
| March 12, 2019 | Short-listed firms/consortia selected and Request for Proposals sent to them. |
| April 5, 2019 | Deadline for submitting Proposals |
| May 14, 2019 | RFP Award Announcement for the design, development and implementation of the proposed STEAM Teacher Training Program in Riyadh (to be implemented over a 15 to 24 month period). |

## 10. Evaluation Factors for Pre-Qualifying Firms/Consortia

|  |  |
| --- | --- |
| EOI Evaluation Factors | Score (points) |
| 1. Overall capabilities and qualifications of the firm/consortium | 30 points |
| 1. Project references and past performance in teacher training programs | 40 points |
| 1. Key personnel | 20 points |
| 1. Comments/suggestions on Concept Report and Scope of Work | 10 points |
| **Total Score** | **100 points** |

## Disclaimer

ILMI reserves the right to change or cancel the requirement at any time during the EOI and/or follow-on solicitation process. ILMI also reserves the right to require compliance with additional conditions as and when issuing the RFP. Responding to a call for EOIs does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of ILMI.

# Attachment A

## Information to be Provided as Part of Expression of Interest

**Your contact details**

|  |  |
| --- | --- |
| **Name of firm (or lead firm if consortium):** |  |
| **Address:** |  |
| **Name and position of Contact person:** |  |
| **Telephone number:** |  |
| **Email address:** |  |

Please respond to the following four questions

1. **Overall Capabilities and Qualifications of the Firm/Consortium**

Provide an overview description of your firm/consortium (Up to 5 pages), to include at least the following elements:

* History and mission of the firm/consortium;
* Size of firm/consortium and resources available, including number of full-time staff, annual revenues over the past three years, and financial capabilities (e.g., financial statements for the last two years, line of credit);
* Number, type and project value (in US$) of teacher training programs conducted by the firm (or each member of the consortium, if a consortium) has designed, and implemented in the past in KSA, regionally and internationally;
* General approach to teacher training particularly in relation to the interactive learning approaches and/ or informal education;
* Specific teacher training programs developed and implemented in the Arabic language and for Arabic audiences if any;
* Permanent or project offices in KSA or other countries in the Middle East, if any;
* Experience working with Saudi based projects if any;
* URL link to your firm’s website; and
* Off-the-shelf corporate brochures and marketing materials (not counted in 5-page limit).

1. **Project References / Past Performance**

Describe the experience of your firm/consortium in developing and implementing teacher training programs specifically in STEM related subjects – in particular, interactive learning pedagogies.

Specifically, provide detailed information on up to five (5) teacher training projects undertaken by your firm/consortium that demonstrate your firm/consortium’s experience and track record in teacher training programs in the sciences in general and in interactive learning methodologies in specific. For each project reference, provide the following information (Up to 10 pages, excluding supporting materials):

* Client name and contact information;
* Period of performance;
* Budget and what it covers
* Description of services provided

Please attach supporting materials if applicable or useful.

1. **Key Personnel**

Submit the curriculum vitae (CVs, up to three pages each) for up to three key personnel that your firm/consortium intends to propose for implementing the Project if pre-qualified (in response to the Request for Proposals).

1. **Comments and Suggestions on the Anticipated Scope of Work**

Prepare comments and suggestions on the proposes design of the teacher training program and its implementation in KSA and in cooperation of the ILMI.