

POST LANGUAGE PROGRAM

SCOPE OF WORK - Clarifications

- 1) **Are you (Contractor) professionally qualified to provide foreign language instruction to adult students that focuses on the political and economic fields, cultural lesson, general interest and conversational skills typically found in mass-media publications for the foreign language speaking public?**

YES: If yes, please provide information about your previous work cum teaching

Experience, A degree in linguistics to certify that, you are technically qualified

NO:

- 2) **The Embassy requires a minimum of six (6) one hour classes per week; two (2) hours per ability level. Classes may be between the hours of 7:00 am to 7:00 pm Sunday through Thursday. The specific hours will be agreed upon at the start of the contract performance period.**
- 3) **Please provide a cost per hour for each class. No proposal will be reviewed if cost is not included.**
- 4) **All levels of training will have to be conducted at the US Embassy**
- 5) **By what method will you determine a students' level of language proficiency in Speaking & Reading?**
Define your method?
- 6) **How often will you conduct the Evaluation / Assessment for each student?**
Monthly / Quarterly / Half Yearly / Yearly
- 7) **Please provide minimal details of Curriculum and Course content?**
- 8) **Will there be charges for Course Completion Certificate? Yes/No**

How much?
- 9) **Award of contract will be made, based on Price, Delivery Schedule, Course content and Trainers experience.**
- 10) **Note: This is NOT A JOB OFFER ANNOUCEMENT, this is request for quotation / proposal to conduct an Arabic Language Training Program for US Embassy personnel's at the Embassy premises.
This will be awarded as a Service Contract for a period of one year.**
