



REFORM SUPPORT UNIT



SCHOOL EDUCATION DEPARTMENT
GOVERNMENT OF SINDH

No. PROC/RSU/SAT/2017

Dated 06th February, 2018

The Assistant Director (Asmt),
Sindh Public Procurement Regulatory Authority,
Karachi

SUBJECT: PUBLICATION OF AWARD OF CONTRACT FOR HIRING OF FIRM TO CARRY OUT STANDARDIZED ACHIEVEMENT TEST (SAT-VI) (SR# 34748)

Pursuant to the rule-50 of SPPRA, enclosed please find here with the following.

1. Original Contract Evaluation Form
2. Copy of Notification of Award.
3. Copy of contract agreement including TORs.

This is for your information and necessary action please.

(JAMSHED ALAM)

Senior Program Manager-Procurement

Copy for information:

1. Staff Officer to Chief Program Manager-Reform Support Unit
2. Office Copy

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF WORKS, SERVICES & GOODS

- 1) NAME OF THE ORGANIZATION / DEPTT. Reform Support Unit, School Education and Literacy Department
- 2) PROVINCIAL / LOCAL GOVT./ OTHER Government of Sindh
- 3) TITLE OF CONTRACT STANDARDIZED ACHIEVEMENT TEST (SAT-VI)
- 4) TENDER NUMBER RSU/PROC/SAT-VI/2017
- 5) BRIEF DESCRIPTION OF CONTRACT Standardized Achievement
- 6) FORUM THAT APPROVED THE SCHEME Secretary- School Education & Literacy Department,
- 7) TENDER ESTIMATED VALUE PKR 200,000,000/-
- 8) ENGINEER'S ESTIMATE N.A
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) One year
- 10) TENDER OPENED ON (DATE & TIME) 30th October 2017
- 11) NUMBER OF TENDER DOCUMENTS SOLD 03- (List Attached)
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED 02
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS 02
- 14) BID EVALUATION REPORT Copy Enclosed
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER Sukkur IBA University, Airport Road-Sukkur
- 16) CONTRACT AWARD PRICE PKR 145,591,000/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT 1st
(i.e. 1st, 2nd, 3rd EVALUATION BID).
- 18) METHOD OF PROCUREMENT USED :- (Tick one)
- a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____ Domestic/ Local
- b) SINGLE STAGE – TWO ENVELOPE PROCEDURE _____
- c) TWO STAGE BIDDING PROCEDURE _____
- d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE _____

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e. EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	SPPRA ID 34748 dated 13.10.2017
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	Daily Express Tribune dated 11.10.2017, Daily Jang dated 13.10.2017, Daily Sach dated
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?

(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	No

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	No

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	No

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	No

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	No

Signature & Official Stamp of
Authorized Officer


Mr. Jamshed Alam Memon
Senior Manager
Reform Support Unit
School Education & Literacy Department
Government of Sindh

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291



REFORM SUPPORT UNIT
SCHOOL EDUCATION & LITERACY DEPARTMENT
GOVERNMENT OF SINDH



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Notification of Award

Dated: 16th January, 2018

*M/S IBA-Sukkur
Airport Road
Sukkur.*

Subject: **Hiring of Consulting firm for Standardized Achievement Test (SAT-VI)**

This is to notify that your bid for the captioned procurement has been accepted at a total contract price of Rs.145, 591,000/- (Rupees One Hundred Forty Five Million Five Hundred Ninety One Thousand only) including taxes.

Pursuant to the Special Conditions of Contract, you are hereby advised to furnish the Performance Security @ 5% amounting to Rs.7, 279,550/- in shape of bank guarantee within 7 days of this notice of award of contract.

Jamshed Alam
Senior Manager -Procurement
Reform Support Unit
School Education & Literacy Department,
Government of Sindh.

CONTRACT AGREEMENT
Contract for Consulting Services

Between

Reform Support Unit / School Education & Literacy Department, Govt. of Sindh

And

Sukkur IBA University (Formerly Sukkur Institute Of Business Administration)

For

Consulting Services for Standardized Achievement Test (SAT-VI)

Contract No: RSU/PROC/SAT-VI/2017

DATED: 18th January 2018

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This CONTRACT (hereinafter called the "Contract") is made the 18th day of the month of January, 2018, between, on the one hand, Reform Support Unit, School Education & Literacy Department, Government of Sindh (hereinafter called the "Procuring Agency") and, on the other hand, M/s Sukkur Institute of Business Administration-Sukkur (hereinafter called the "Service Provider").

WHEREAS

- (a) the Procuring Agency has requested the Service Provider to provide certain Services as defined in the General Conditions of Contract attached to this Contract (hereinafter called the "Services");
- (b) the Service Provider, having represented to the Procuring Agency that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract at a contract price of PKR 145,591,000/-.

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Agreement.

- (a) General Conditions of Contract
- (b) Special Conditions of Contract;
- (c) Following appendices:

Appendix-A: Description of Services (TORs)

Appendix-B: Key Personnel


Appendix-C: Cost Break-up

2. The mutual rights and obligations of the Procuring Agency and the Service Provider shall be as set forth in the Contract, in particular:

- (a) the Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
- (b) the Procuring Agency shall make payments to the Service Provider in accordance with the provisions of the Contract.

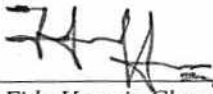
IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of Reform Support Unit



Faisal Ahmed Uqaili
Chief Program Manager, Reform Support Unit,
School Education & Literacy Department-Sindh

For and on behalf of Sukkur IBA University



Dr Fida Hussain Chang
Project Director-SAT
Sukkur IBA University

II. General Conditions of Contract

1. GENERAL PROVISIONS

1.1 Definitions

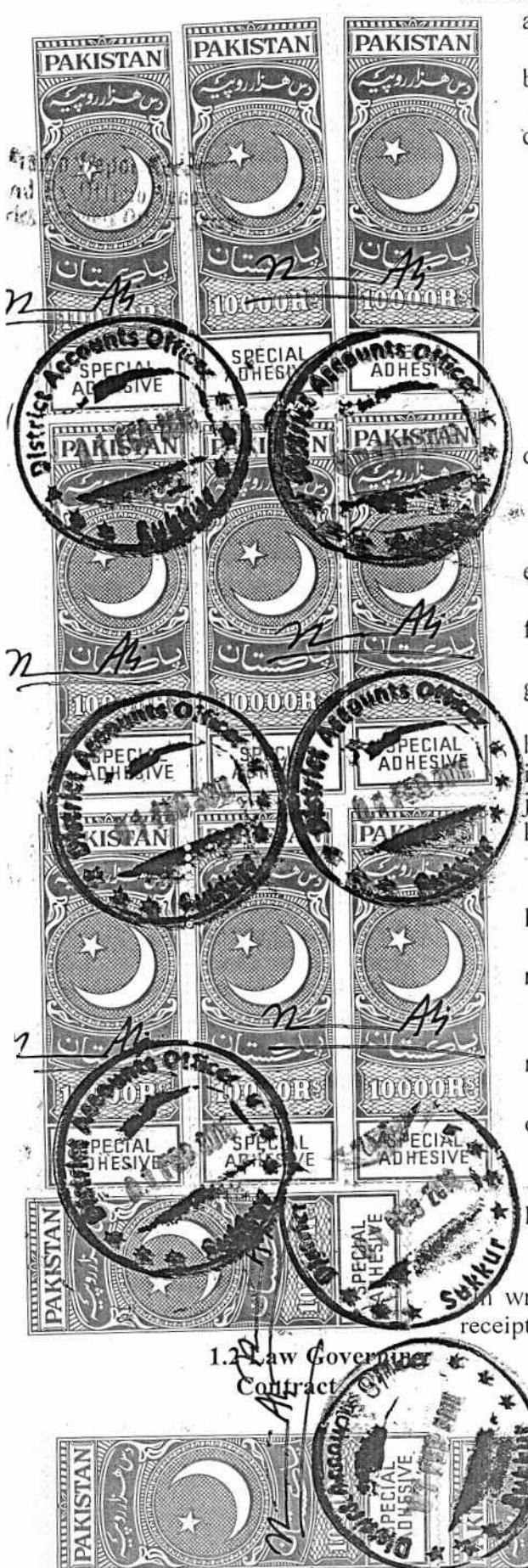
Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a) "Applicable Law" means the Sindh Public Procurement Act, thereunder Rules 2010.
- b) "Procuring Agency PA" means the implementing department which signs the contract.
- c) "Consultant" means a professional who can study, design, organize, evaluate and manage projects or assess, evaluate and provide specialist advice or give technical assistance for making or drafting policies, institutional reforms and includes private entities, consulting firms, legal advisors, engineering firms, construction managers, management firms, procurement agents, inspection agents, auditors, international and multinational organizations, investment and merchant banks, universities, research institutions; government agencies, nongovernmental organizations, and individuals.
- d) "Contract" means the Contract signed by the Parties and all the attached documents listed in its Clause 1 that is General Conditions (GC), the Special Conditions (SC), and the Appendices.
- e) "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;
- f) "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause GC 2.1.
- g) "Foreign Currency" means any currency other than the currency of the PA's country.
- h) "GC" means these General Conditions of Contract.
- i) "Government" means the Government of Sindh.
- j) "Local Currency" means Pak Rupees.
- k) "Member" means any of the entities that make up the joint venture/consortium / association, and "Members" means all these entities.
- l) "Party" means the PA or the Consultant, as the case may be, and "Parties" means both of them.
- m) "Personnel" means persons hired by the Consultant or by any Sub- Consultants and assigned to the performance of the Services or any part thereof.
- n) "SC" means the Special Conditions of Contract by which the GC may be amended or supplemented.
- o) "Services" means the consulting services to be performed by the Consultant pursuant to this Contract, as described in the Terms of References.
- p) "Sub-Consultants" means any person or entity to whom/which the Consultant subcontracts any part of the Services.

"in writing" means communicated in written form with proof of receipt

1.2 Law Governing Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the applicable law.



Handwritten signatures and initials:
 H
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1.3 Language

This Contract is executed in the language specified in the SC, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4 Notices

1.4.1 Any notice, request or consent required or permitted to be given or made pursuant to this Contract shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address specified in the SC

1.4.2 A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the SC.

1.5 Location

The Services shall be performed at such locations as are specified in special condition of contract and, where the location of a particular task is not so specified, at such locations, whether in the Government's country or elsewhere, as the PA may approve.

1.6 Authority of Member in Charge

In case the Consultant consists of a joint venture/ consortium/ association of more than one individual firms, the Members hereby authorize the individual firms or specified in the SC to act on their behalf in exercising all the Consultant's rights and obligations towards the PA under this Contract, including without limitation the receiving of instructions and payments from the PA.

1.7 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the PA or the Consultant may be taken or executed by the officials specified in the SC.

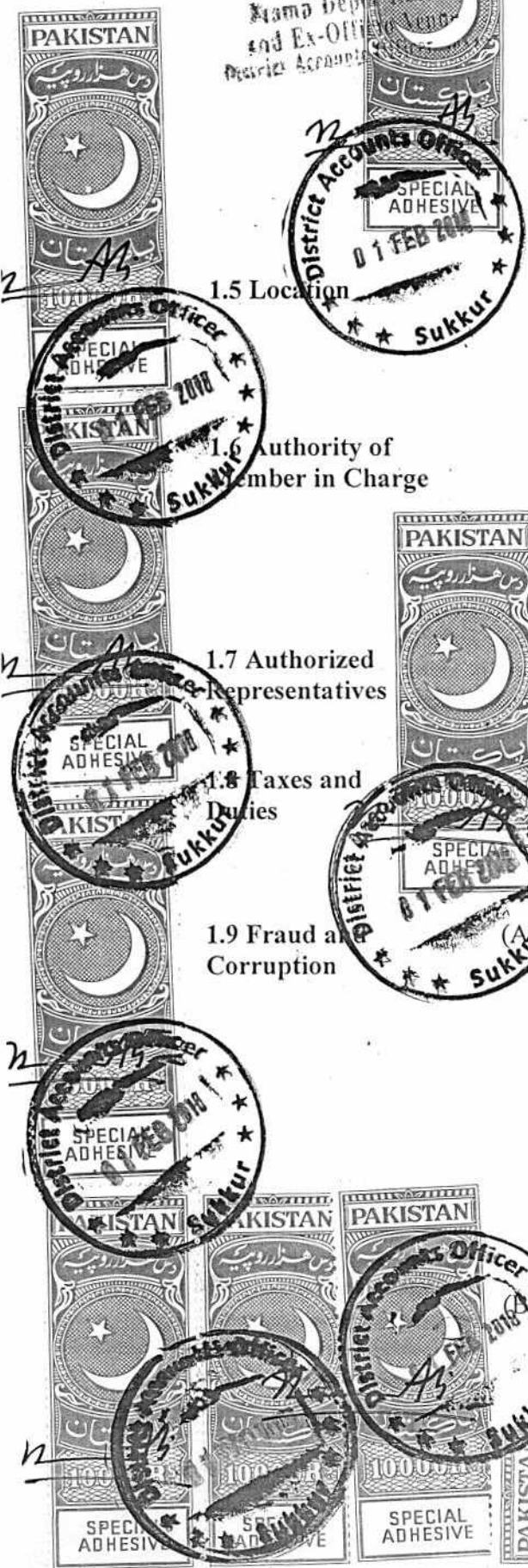
1.8 Taxes and Duties

The Consultant, Sub-Consultants, and their Personnel shall pay such direct or indirect taxes, duties, fees, and other impositions levied under the Applicable Law as specified in the SC, the amount of which is deemed to have been included in the Contract Price.

1.9 Fraud and Corruption

(A) If the PA determines that the Consultant and/or its Personnel, sub-contractors, sub-consultants, services providers and suppliers has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices, in competing for or in executing the Contract, then the PA may, after giving 14 days' notice to the Consultant, terminate the Consultant's employment under the Contract, and may resort to other remedies including blacklisting/disqualification as provided in SPPR 2010. Any personnel of the Consultant who engages in corrupt, fraudulent, collusive, coercive, or obstructive practice during the execution of the Contract, shall be removed in accordance with Sub-Clause 4.2. **Integrity Pact.**

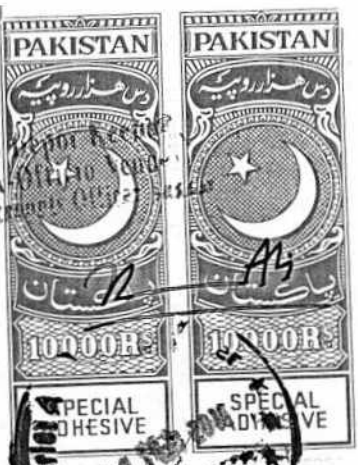
If the Consultant or any of his Sub-consultants, agents or servants is found to have violated or involved in violation of the Integrity Pact signed by the Consultant as Appendix to the Form of Contract, then the Client shall be entitled to



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- (a) recover from the Consultant an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by the Consultant or any of his Sub-consultant, agents or servants;
- (b) terminate the Contract; and
- (c) Recover from the Consultant any loss or damage to the Client as a result of such termination or of any other corrupt business practices of the Consultant or any of his Sub-consultant, agents or servants.

On termination of the Contract under Sub-Para (b) of this Sub-Clause, the Consultant shall proceed in accordance with Sub-Clause 1.9 A. Payment upon such termination shall be made under Sub-Clause 1.9 A after having deducted the amounts due to the Client under 19 B Sub-Para (a) and (c).



COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT

2.1 Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties and such other later date as may be stated in the SC. The date the Contract comes into effect is defined as the Effective Date.

2.2 Commencement of Services

The Consultant shall begin carrying out the Services not later than the number of days after the Effective Date specified in the SC.

2.3 Expiration of Contract

Unless terminated earlier pursuant to Clause GC 2.6 hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SC.

2.4 Modifications or Variations

Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.

2.5 Force Majeure

The failure on the part of the parties to perform their obligation under the contract will not be considered a default if such failure is the result of natural calamities, disasters and circumstances beyond the control of the parties.

2.5.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.5.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.5.4 Payment

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant shall be



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entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

2.6 Termination

2.6.1 By the PA The PA may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause GC 2.6.1. In such an occurrence the PA shall give a not less than thirty (30) days' written notice of termination to the Consultant, and sixty (60) days' in the case of the event referred to in (e):

- (a) If the Consultant does not remedy the failure in the performance of their obligations under the Contract, within thirty (30) days after being notified or within any further period as the PA may have subsequently approved in writing.
- (b) If the Consultant becomes insolvent or bankrupt.
- (c) If the Consultant, in the judgment of the PA has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- (d) If, as the result of Force Majeure, the Consultant(s) are unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- (e) If the PA, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.
- (f) If the Consultant fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause GC 8 hereof.

2.6.2 By the Consultant

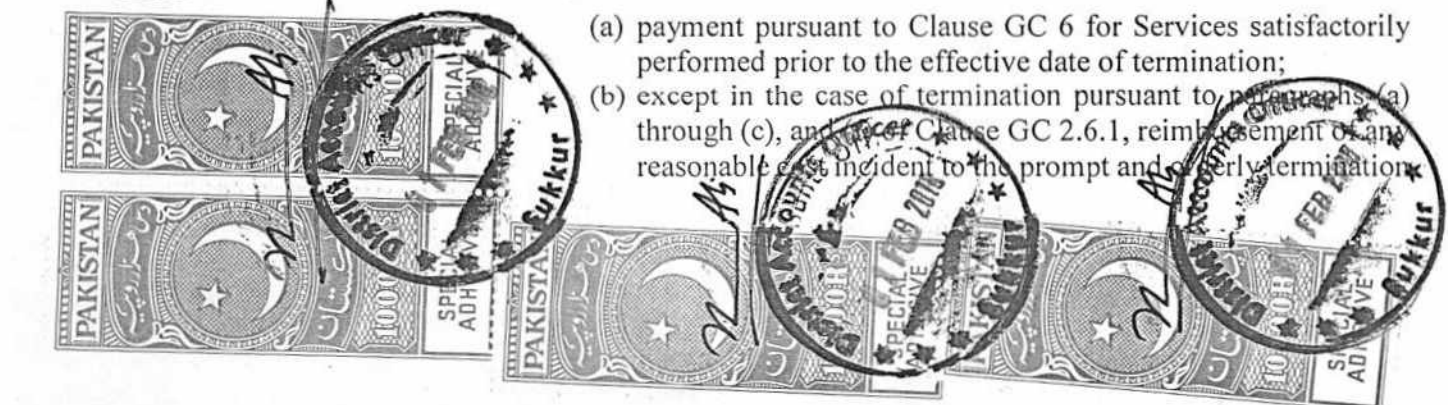
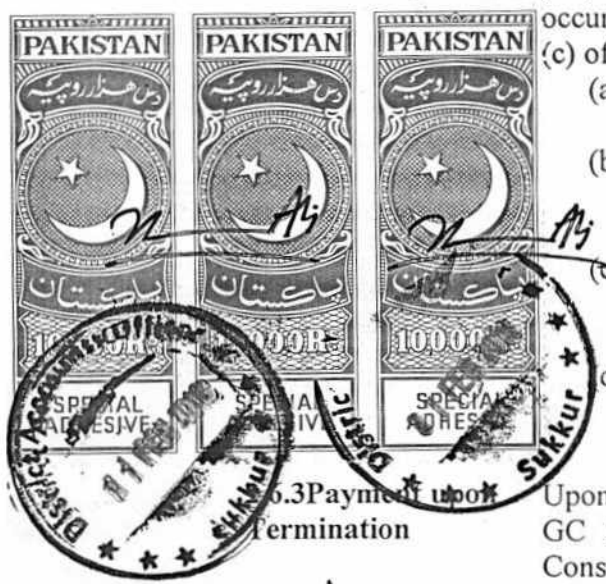
The Consultants may terminate this Contract, by not less than thirty (30) days' written notice to the PA, such notice to be given after the occurrence of any of the events specified in paragraphs (a) through (c) of this Clause GC 2.6.2:

- (a) If the PA fails to pay any money due to the Consultant pursuant to this Contract without consultants fault.
- (b) Pursuant to Clause GC 7 hereof within forty-five (45) days after receiving written notice from the Consultant that such payment is overdue.
- (c) If, as the result of Force Majeure, the Consultant is unable to perform a material portion of the Services for a period of not less than sixty (60) days.
- (d) If the PA fails to comply with any final decision reached as a result of arbitration pursuant to Clause GC 8 hereof.

2.6.3 Payment upon Termination

Upon termination of this Contract pursuant to Clauses GC 2.6.1 or GC 2.6.2, the PA shall make the following payments to the Consultant'

- (a) payment pursuant to Clause GC 6 for Services satisfactorily performed prior to the effective date of termination;
- (b) except in the case of termination pursuant to paragraphs (a) through (c), and under Clause GC 2.6.1, reimbursement of any reasonable cost incident to the prompt and orderly termination.



of the Contract, including the cost of the return travel of the Personnel and their eligible dependents.

3. OBLIGATIONS OF THE CONSULTANT

3.1 General

3.1.1 Standard Performance

The Consultant shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Consultant shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the PA, and shall at all times support and safeguard the PA's legitimate interests in any dealings with Sub-Consultants or third Parties. The Consultant shall hold the PA's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

3.2 Conflict of Interest

3.2.1 Consultants not to Benefit from Commissions, Discounts, etc.

The payment of the Consultant pursuant to Clause GC 6 shall constitute the Consultant's only payment in connection with this Contract or the Services, and the Consultant shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Consultant shall use their best efforts to ensure that the Personnel, any Sub-Consultants, and agents of either of them similarly shall not receive any such additional payment.

3.2.2 Consultant and Affiliates not to be Otherwise Interested in Project

The Consultant agrees that, during the term of this Contract and after its termination, the Consultant and any entity affiliated with the Consultant, as well as any Sub-Consultants and any entity affiliated with such Sub-Consultants, shall be disqualified from providing goods, works or services (other than consulting services) resulting from or directly related to the Consultant's Services for the preparation or implementation of the project.

3.2.3 Prohibition of Conflicting Activities

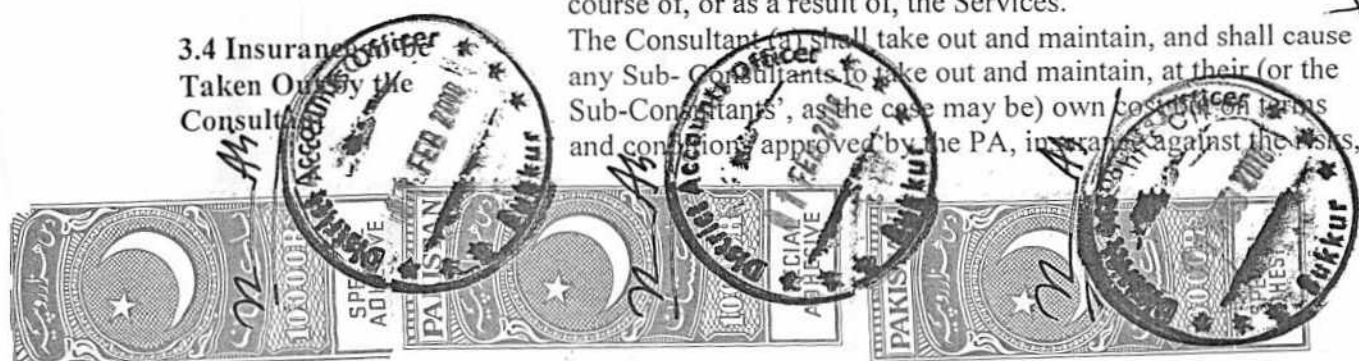
The Consultant shall not engage, and shall cause their Personnel as well as their Sub-Consultants and their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this Contract.

3.3 Confidentiality

Except with the prior written consent of the PA, the Consultant and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Consultant and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

3.4 Insurance Taken Out by the Consultant

The Consultant shall take out and maintain, and shall cause any Sub-Consultants to take out and maintain, at their (or the Sub-Consultants', as the case may be) own cost and on terms and conditions approved by the PA, insurance against the risks,



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and for the coverage, as shall be specified in the SC; and (b) at the PA's request, shall provide evidence to the PA showing that such insurance has been taken out and maintained and that the current premiums have been paid.

3.5 Consultant's Actions Requiring PA's Prior Approval

The Consultant shall obtain the PA's prior approval in writing before taking any of the following actions:

- (a) entering into a subcontract for the performance of any part of the Services,
- (b) appointing such members of the Personnel not listed by name in Appendix C, and,
- (c) any other action that may be specified in the SC.

3.6 Reporting Obligations

- (a) The Consultant shall submit to the PA the reports and documents specified in (PA may insert appendix) hereto, in the form, in the numbers and within the time periods set forth in the said Appendix.
- (b) Final reports shall be delivered in CD ROM in addition to the hard copies specified in said Appendix.

3.7 Documents Prepared by the Consultant to be the Property of the PA

- (a) All plans, drawings, specifications, designs, reports, other documents and software submitted by the Consultant under this Contract shall become and remain the property of the PA, and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to the PA, together with a detailed inventory thereof.
- (b) The Consultant may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be specified in the SC.

3.8 Accounting, Inspection and Auditing

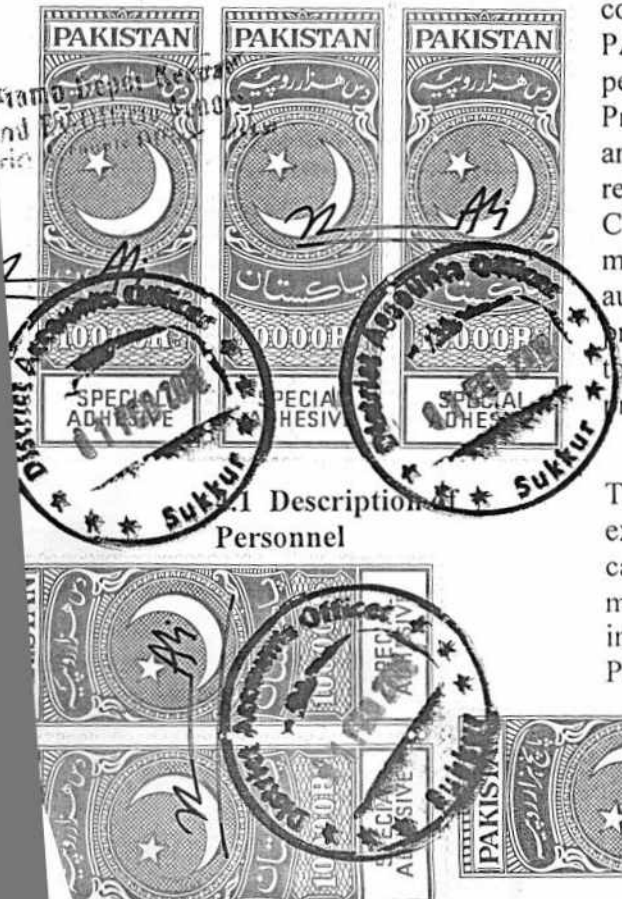
3.8.1 The Consultant shall keep, and shall cause its Sub-consultants to keep, accurate and systematic accounts and records in respect of the Contract, in accordance with internationally accepted accounting principles and in such form and detail as will clearly identify relevant time changes and costs

3.8.2 The Consultant shall permit, and shall cause its Sub consultants to permit, the PA and/or persons appointed by the PA to inspect its accounts and records relating to the performance of the Contract and the submission of the Proposal to provide the Services, and to have such accounts and records audited by auditors appointed by the PA if requested by the PA. The Consultant's attention is drawn to Clause 1.9.1 which provides, inter alia, that acts intended to materially impede the exercise of the PA's inspection and audit rights provided for under Clause 3.8 constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the PA's prevailing sanctions procedures.).

4. CONSULTANT'S PERSONNEL

The Consultant shall employ and provide such qualified and experienced Personnel and Sub-Consultants as are required to carry out the Services. The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Consultant's Key Personnel are described in Appendix C. The Key Personnel and

4.1 Description of Personnel



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4.2 Removal and/or Replacement of Personnel

Sub-Consultants listed by title as well as by name in Appendix C are hereby approved by the PA.

- (a) Except as the PA may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Consultant, such as retirement, death, medical incapacity, among others, it becomes necessary to replace any of the Key Personnel, the Consultant shall provide as a replacement a person of equivalent or better qualifications.
- (b) If the PA finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Consultant shall, at the PA's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the PA.
- (c) The Consultant shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

5. OBLIGATIONS OF THE PA

The PA shall use its best efforts to ensure that the Government shall provide the Consultant such assistance and exemptions as specified in the SC.

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost incurred by the Consultant in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Consultant under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Clauses GC 6.2 (a) or (b), as the case may be.

The PA shall make available free of charge to the Consultant the Services and Facilities listed under Appendix F.

6. PAYMENTS OF THE CONSULTANT

Assistance and Exemptions

5.2 Change in the Applicable Law Related to Taxes and Duties

5.3 Services and Facilities

6.1 Security

The consultant has to submit bid security and the performance security at the rate mention in SC.

6.2 Lump-Sum Payment

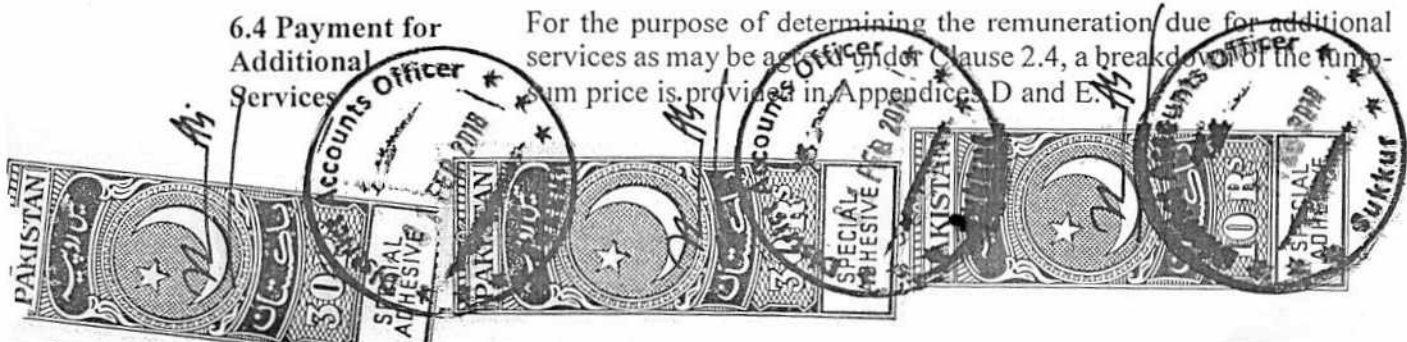
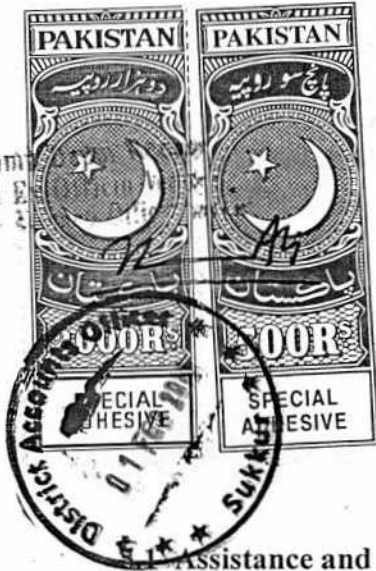
The total payment due to the Consultant shall not exceed the Contract Price which is an all-inclusive fixed lump-sum covering all costs required to carry out the Services described in Appendix A. Except as provided in Clause 5.2, the Contract Price may only be increased above the amounts stated in Clause 6.2 if the Parties have agreed to additional payments in accordance with Clause 2.4.

6.3 Contract Price

The price payable in Pak Rupees/foreign currency/ is set forth in the SC.

6.4 Payment for Additional Services

For the purpose of determining the remuneration due for additional services as may be agreed under Clause 2.4, a breakdown of the lump-sum price is provided in Appendices D and E.



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6.5 Terms and Conditions of Payment

Payments will be made to the account of the Consultant and according to the payment schedule stated in the SC. Unless otherwise stated in the SC, the first payment shall be made against the provision by the Consultant of an advance payment guarantee for the same amount, and shall be valid for the period stated in the SC. Such guarantee shall be in the form set forth in Appendix G hereto or in such other form, as the PA shall have approved in writing. Any other payment shall be made after the conditions listed in the SC for such payment have been met, and the Consultant has submitted an invoice to the PA specifying the amount due.

7. GOOD FAITH

7.1 Good Faith

The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

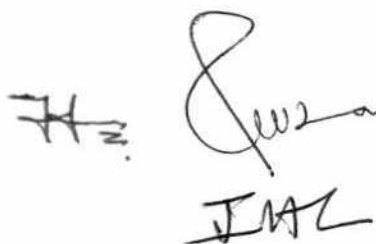
8. SETTLEMENT OF DISPUTES

8.1 Amicable Settlement

The Parties agree that the avoidance or early resolution of disputes is crucial for a smooth execution of the Contract and the success of the assignment. The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation

8.2 Dispute Resolution

Any dispute between the Parties as to matters arising pursuant to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request for such amicable settlement may be submitted by either Party for settlement in accordance with the provisions specified in the SC.

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III. Special Conditions of Contract

Number of GC Clause Amendments of, and Supplements to, Clauses in the General Conditions of Contract

1.1 Sindh Public Procurement Act and Sindh Public Procurement Rules 2010.

1.3 The language is English.

1.4 The addresses are:

Procuring Agency: Reform Support unit, School Education &
Literacy Department, Government of Sindh-Karachi

Attention: Chief Program Manager

Facsimile: +92-21-34320251

E-mail: faisal100@hotmail.com

Consultant: Sukkur IBA University

Attention: Dr Fida Hussain Chang

E-mail: dr.fidahussain@iba-suk.edu.pk

1.6 N.A

1.7 The Authorized Representatives are:

For the PA: M. Zamir Khan-Program Manager (SAT)

For the Consultant: Dr Pervaiz Ahmed- Director (ORIC)

1.8 All relevant taxes including stamp duty and service charges to be borne by the consultant.. *In case there is exemption from any rates, taxes, the same shall be informed accordingly by the consultant.*

The PA warrants that the Consultant, the Sub-Consultants and the Personnel shall be exempt from (or that the PA shall pay on behalf of the Consultant, the Sub-Consultants and the Personnel, or shall reimburse the Consultant, the Sub-Consultants and the Personnel for) any indirect taxes, duties, fees, levies and other



Special Condition of Contract

impositions imposed, under the Applicable Law, on the Consultant, the Sub-Consultants and the Personnel in respect of:

- (a) any payments whatsoever made to the Consultant, Sub-Consultants and the Personnel (other than nationals or permanent residents of Pakistan), in connection with the carrying out of the Services;
- (b) any equipment, materials and supplies brought into the Government's country by the Consultant or Sub-Consultants for the purpose of carrying out the Services and which, after having been brought into such territories, will be subsequently withdrawn there from by them;
- (c) any equipment imported for the purpose of carrying out the Services and paid for out of funds provided by the PA and which is treated as property of the PA;
- (d) any property brought into the province by the international Consultant, any Sub-Consultants or the Personnel or the eligible dependents of such Personnel for their personal use and which will subsequently be withdrawn there from by them upon their respective departure from the Government's country, provided that:
 - (1) the Consultant, Sub-Consultants and Personnel, and their eligible dependents, shall follow the usual customs procedures of the Government's country in importing property into the Government's country; and
 - (2) if the Consultant, Sub-Consultants or Personnel, or their eligible dependents, do not withdraw but dispose of any property in the Pakistan for which customs duties and taxes have been exempted, the Consultant, Sub-Consultants or Personnel, as the case may be, (i) shall bear such customs duties and taxes in conformity with the regulations of the Government's country, or (ii) shall reimburse them to the PA if they were paid by the PA at the time the property in question was brought into the Government's country.

2.2 The date for the commencement of Services is 18th January, 2018.

2.3 The entire job shall be completed within 10 months, however contract shall be valid till 31.12.2018.

3.4 The risks and the coverage shall be as follows:

- (a) Third Party motor vehicle liability insurance in respect of motor vehicles operated by the Consultant or its Personnel or any Sub-Consultants or their Personnel, with a minimum coverage of PKR 1,000,000/-;
- (b) Third Party liability insurance, with a minimum coverage of PKR 1,000,000/-
- (c) professional liability insurance, with a minimum coverage of PKR 145,591,000/-
- (d) Procuring Agency's liability and workers' compensation insurance in respect of the Personnel of the Consultant and of any Sub-Consultants, in accordance with the relevant provisions of the Applicable Law, as well as, with respect to such Personnel, any such life, health, accident, travel or other insurance as may be appropriate; and

The bottom of the page features three handwritten signatures or initials. On the left, there are the initials 'H.E.'. In the center, there is a large, stylized signature that appears to be 'S. A. S.'. On the right, there are the initials 'JAZ'.

Special Condition of Contract

(e) insurance against loss of or damage to (i) equipment purchased in whole or in part with funds provided under this Contract, (ii) the Consultant's property used in the performance of the Services, and (iii) any documents prepared by the Consultant in the performance of the Services.

3.7 (b) The Consultant shall not use these documents and software for purposes unrelated to this Contract without the prior written approval of the PA.

6.1 Performance guarantee shall be 5% of contractual amount in shape of Bank guarantee valid till the expiry of contract.

6.3 The amount in Pak Rupees is 145,591,000/- (One Hundred Forty Five Million Five Hundred Ninety One Thousand Only).

6.5 Payments shall be made according to the following schedule:

Payment for SAT-VI (2017-18) shall be made in accordance with the break up given below.

- a) 10% of the cost of lump sum contract shall be released on preparation of Project Inception Report, Project Implementation Plan, collection of enrollment verification data and other requisite plans / protocols and test paper specifications.
- b) 10% of the cost of lump sum contract shall be released on submitting development and review report of test items (Science, Mathematics and Language) and tools for socio economics survey for Parents, tools for teacher, students and HMs, TBQ and school profiles and establishment of web site.
- c) 10% of the cost of the lump sum contract shall be released on submission of pilot testing report (technical and statistical). Development of assessment frame work and format of the paper.
- d) 10% of the cost of lump sum contract shall be released on sample papers dissemination through newspapers by the consulting firm on its own expenses and sending sample papers to all schools and finalizing student population to be tested.
- e) 20% of the cost of the lump sum contract shall be released on test administration in 75% schools by sending authenticated attendance report.
- f) 20% of the cost of the lump sum contract shall be released on submission of final colorful report (technical and statistical)
- g) 20% of the cost of the lump sum contract shall be released on disseminating/sharing results among all relevant stake holders , including sharing of the student report cards to parents through test center schools

Note: All the submitted reports shall be treated as draft until the satisfactory comments received from concerned portfolio manager. This assignment is carried out for estimated 300,000 students (Three Hundred Thousand). Further, in case of excess of 300,000 students appeared/attended test, the payment to the consultancy firm shall be made on pro-rata basis. A student here means one who appear/attend test.

The payment against stationery and printing of booklets shall be made at per actual based on the initial data / enrolment provided by RSU and verified by consultancy firm. All payment to the consultancy firm shall be considered lump-sum (Fixed) and no payment shall be made on reimbursement basis.

8.2 Disputes shall be settled by complaint redressal committee defined in SPPR2010 or through arbitration Act of 1940.



INTEGRITY PACT

Contract No. RSU/PROC/SAT-VI/2017

Dated: 18th January 2018

Contract Value: PKR 145,591,000/-

Contract Title: HIRING OF FIRM FOR STANDARDIZED ACHIEVEMENT TEST (SAT-VI)


Sukkur IBA University hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoS under any law, contract or other instrument, be voidable at the option of GoS.

Notwithstanding any rights and remedies exercised by GoS in this regard, [name of Supplier] agrees to indemnify GoS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoS in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoS.


Faisal Ahmed Uqaili
Chief Program Manager
Reform Support Unit


Dr Fida Hussain Chang
Project Director-SAT
Sukkur IBA University

APPENDIX-A

Description of Services for Standardized Achievement Test SAT-VI

DETAILED TERMS OF REFERENCES (TORS)

BACKGROUND:

The large scale standardized testing of individual students of Grades V and VIII is non-existent in the Sindh public education system. School tests are given to students but as these are not standardized it is difficult to identify whether the resulting scores are reliable and are valid indicators of the achievement of students. It also does not enable parents to assess the performance of their own child as compared to a national norm as there are no set standards or achievement levels/scales available in Sindh.

To rectify this, the Government of Sindh, Education & Literacy Department has introduced annual Sindh Standardized Achievement Testing.

The Sindh Standardized Achievement Test (SAT) is a nationally standardized test that report scores as percentiles, or as grade equivalents achievement scales and compares student test results to a national norm); it is an *achievement* test (one measuring subject knowledge and skills); and, includes a test on Mathematics, Sindhi/Urdu/English and Science .

SAT is planned to be used as a tool to provide policy information on various areas of education reform. Following are the key objectives:

- a. To link our mostly input driven reform agenda to output/outcomes.
- b. To use the process and results of SAT to affect attitudinal changes in teachers, for instance helping them to graduate from rote learning to active learning method that help to inculcate problem solving, critical thinking, communication inquiry and analytical skills in pupils. The results of the tests can also be used to review the curriculum/syllabus/textbooks of schools/teacher training colleges and teacher recruitment policies of various cadres and group of services.
- c. To inform parents, education administration, civil society and government and to gradually shift to result based accountability system.
- d. To inform policy makers, development partners, planners and implementers and to gradually move to evidence based policy making, planning and implementation.
- e. The purpose of the testing is to acknowledge achievers and help and support under achievers through planned inputs.
- f. To identify good districts and practices in order to learn and multiple the good practices to other districts.



A- THE NEED FOR SAT :

SAT tests provide information regarding individual students achievement acquired from experience and participation in learning during their school year. They provide information regarding the strengths and weaknesses of individual students on a national norm or standard and this should enable the teacher, curriculum developers, textbook writers, policy makers to develop plans and systems for improvements in the achievement of individual students.

SAT tests what students have learnt throughout the school year. The Sindh SAT will be based on the National Curriculum and the student learning outcomes identified in the National Curriculum. All Students of class V and VIII takes the entire achievement test battery of Language (School's medium of instruction), Mathematics and G. Science, which comprises of subject knowledge and skills, including 21st century and other appropriate national and global skills.

B-THE DETAILS OF TORS ARE:

1. INCEPTION REPORT,VALIDATED TEST PAPER SPECIFICATIONS

The SAT contracted third party is required to develop the following:-

1.1 PROJECT INCEPTION REPORT

The contracted firm will develop a detailed plan for strategies, designing of tools, areas to be addressed in achievement test for children and socio economic tools, validation and review and pilot testing of tools, collection of data from the field, reporting and analysis of data, implementing arrangements and monitoring mechanism along with the profiles of the personnel to be associated for all the deliverable in the field along with time lines.

1.2 VALIDATED PAPER SPECIFICATION

The firm will develop a report on " validated test paper specification" for each year (if contract is more than 1 year) based on the Sindh curriculum in the subject of Mathematics, General science and Languages (Sindhi ,Urdu and English) for classes V and VIII). The test paper specification will be highlighting the competencies, skills and their weight age for upcoming Standardized Achievement Test. The third party is required to engage content and testing experts in the development and validation of the specification. The third party will to ensure a quality test paper specification which may cover the appropriate allocation to content areas, difficulty/ cognitive levels, appropriate skills, item format, time allocation, marks etc. This test paper specification should also be aligned with the curriculum standards, may also match with the recommended paper specification given with the contract. The third party will share details on appropriateness and relevance of the paper specification obtained through expert validation.

DELIVERABLES

- (a) Inception report covering all aspects of the project
- (b) Report on process of development of test, its specification, framework and review, expert validation and modification criterion.
- (c) The list of expert validation committee and their profiles.



2. DEVELOPMENT AND REVIEW OF TEST ITEMS

The SAT contracted firm is made responsible to develop and review the test items. The firm has to upload the finalized version of test items on SAT website and upgrade it to international standards, so that the online provision of quality test material may be provided to the teachers for their classroom assessments. The test items along with, stem, possible answers, and checking scheme, and detailed marking schemes are required to make them more user friendly. To assure the quality of items, fit for purpose and to avoid any bias the contracted firm is required to develop the items based on standard item development processes for quality items and item free from all possible bias. The items needs to be developed by professionally trained test developers and 10%of the items need to be reviewed by test experts based on the criteria for quality item, fit or purpose i.e. Alignment of test item with the targeted difficulty/ cognitive level and cognitive domain and bias,

DELIVERABLES

- a) *Report on Development and review of test items according to, criteria adopted for quality items and establishment of web site*

3. DEVELOPMENT AND REVIEW OF SOCIO ECONOMIC STATUS OF PARENTs, TEACHERs BACKGROUND QUESTIONNAIREs (TBQs) QUESTIONNAIRE FOR TEACHERS, HEAD TEACHERS , and PARENTs / STUDENTs AND SCHOOL PROFILE

SAT has another feature of collecting detailed background information from subject school teachers through Teacher back ground questionnaire (TBQ) , school profile with Head masters, students, and socio economic status of parents separately. Such information may be used to unfold the various trends of teaching and learning practices among public schools of the province.

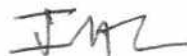
The tools on the above will be developed by the contracted firm. The firm will develop and pilot the tools in terms of appropriateness of the information to be collected, their relevance,, language, structure, length and instructions to collect the reliable data. The number of copies will be printed as per sampling provisions. These tools be based on the areas as mentioned in inception report and must be presented to RSU for approval. The firm will be required to provide:

DELIVERABLES

- *Report on the development and review of tools, (TBQ, school profile, questionnaire for teachers, HMs, Students and parent,) criteria for inclusion i.e. Development, policy and planning and establishing relations with the learning of the students.*

4. PILOT TESTING AND CREATING ITEM PROFILES AND ESTABLISHING SCALE RELIABILITY

The piloting of test item is one of the strong tools to enhance the reliability of the test material. This strategy has been widely used among the developed education systems. As government of Sindh is striving to introduce the modern techniques of testing for overall quality of teaching and learning process so it is essential to apply this technique to achieve the broader objectives of this reform. Piloting and item analysis is to create item profiles is one of the most essential strategies used by the examiners to enhance the quality of test materials. The contracted firm is required to pilot 4 times the items



required to develop the paper according to the specification that is fit for purpose and avoid content, cultural, language and gender bias.

The firm is required to pilot test item and undertake item analysis to identify item quality, difficulty level as well ability of the item to discriminate between less able students on an achievement scale of 1-5. Hence, this will require piloting testing of 4 times the items required to develop the actual test. The contracted firm will assure the suitability of the sample size and its representativeness for pilot testing to develop item profiles, estimate reliability, develop achievement levels and to avoid bias. The firm will also develop test administration instructions, instructions booklets and train test administrators. The firm will do item analysis including item difficulty and discrimination, review item based on item quality criteria to ensure that the quality test material may be used in the real tests. The contracted firm will also ensure that content, construct, face and criterion validity are met in the desired test. The contracted will also establish paper reliability and firm will also review the instructions for examiners and examinees. The firm will apply measures of anchoring and other techniques to equate multiple forms.

4.1 Pilot testing will also provide information regarding:

- a) *length of time required for the tests to be completed;*
- b) *Possible answers for the open-ended test items;*
- c) *Criteria to be used for marking open-ended test items.*
- d) *Items that are culturally biased.*
- e) *Items profiles, difficulty and discrimination index.*
- f) *Appropriateness of test administration manuals*

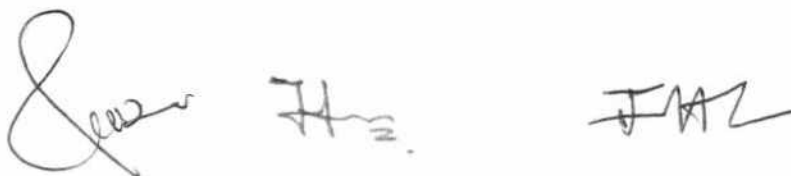
Pilot testing of the test items and tests will need to be conducted with up to 2000 fresh students. 1200 students of Grade 6 and 800 students of Grade9 will appear in Pilot test.

4.2 The pilot test students should be representative of the testing population:

- ***Geographical area (Urban, rural areas)***
- *Nature of school: Male, female, mixed school students*
- *Medium of schools, Sindh, Urdu and English*
- *Types of schools in terms of one teacher, two teacher less than 10 teachers/ more than ten teachers etc*
- *School with basic facilities.*

Appropriate software should be used to analyze the data and to provide feedback reports. The report of piloting will also be shared by the client with RSU.

Note: The sample population for pilot test should be from grade VI and grade IX and studying in the population of targeted grades. Moreover, the test may be administered to the students who had completed their grade V and grade VIII and recently promoted to grade VI and IX.



DELIVERABLES

- (a) Pilot testing report indicating the process, sampling and sample, methodology, item profiles and feedback on item improvement, reliability, item sorting according to specification and achievement scale. Key issues, challenges, lesson learnt, recommendations and way forward

5. DEVELOPMENT OF ASSESSMENT FRAMEWORK

The firm will developed Assessment Framework for the SAT-VI test , develop marking scheme and steps to ensure quality in marking and scoring.

5.1 The Marking scheme/rubric for CRQs/ERQs should describe the following:

- Criteria to be used for marking open-ended test items.
- Development of new item and review criteria of test items which is already developed.
- Result of item analysis based on classical item analysis.
- Selection procedure for CRQ item
- Item profiles, difficulty and discrimination index.
- Process for scoring and coding of assessment booklet
- Process of item analysis and selection of items for actual test
- Appropriateness of test administration manuals/guideline, monitoring form, developed guideline for taluka or district coordinator, test administrators field report
- The Challenges/issues and recommendations.

5.2 Ensuring the Quality of Marking and Scoring the Tests

The subjectivity in marking of answer scripts has been widely observed in public examination systems. This challenge is greatly hindering actual student performances and the quality of teaching and learning is continuously decreasing due to the subjectivity of marking. Firm will use e-marking and train markers on the criterion developed and to adopt standard procedures to reduce the variance in marking and increase inter marker reliability for CRQs, and ERQs and procedural problem solving in mathematics

DELIVERABLES

- The firm will develop, share details and adopt standardized procedures for increased marking reliability and accuracy so that overall quality of marking can be increased.
- Training manual, date and venue of the activity, list of trainees and trainers and Profile of marker and coders used in the process, (like name, designation, qualification, experience etc)

6. FORMAT OF THE TEST PAPERS

The format of the test will be agreed with the contracted firm. The format of tests affects Tests' reliability and validity. It is internationally recognized that the test format has an influence **on the** test performance of students. It is important that the formats of all the tests match. There is a need **to ensure that** the tests are easy for the students to read and to make them to want to complete the tests. The test administration should include a sample test, this will provide exercise in solving the tests.



Two set of test booklets (Booklet A, B), consisting of 100 test items each in the subject of Science, Mathematics and Language (Sindhi/Urdu/English) of the same level of difficulty will be developed for students. This will prevent copying during the testing. The format of the test papers will also be dependent on whether the contracted firm uses optical mark readers and optical character readers.

The final booklets consist item with respect to difficulty level as;

Easy items= 20 % Moderate item= 60 % and Difficult items= 20 %

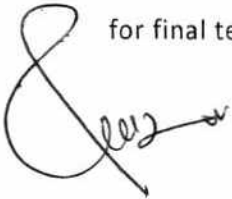
These test booklets will be presented to RSU one week prior to its printing and approved accordingly

DELIVERABLE

- (a) *A complete template with Paper layout and format along with a report on reason for using the particular layout*

7. STUDENT POPULATION TO BE TESTED

The population to be tested will be all students of Grades V and grade VIII enrolled in public schools of Sindh province after verification of enrollment (Firm will verify enrollment for final test).



DELIVERABLE

- (a) *Details about the Population/Enrollment, medium, shift of schools and type of school district and Taluka wise.*

8. PRINTING AND DISPATCHING OF THE TESTS

The printing and dispatching of the test booklets to the test centers will be the responsibility of the contracted firm. The booklet should be on appropriate gram paper and should be readable.

DELIVERABLE

- *Booklets to the entire population appearing in the tests.*
- *Five sets of the test booklets IN EACH SUBJECT AND VERSION to RSU.*
- *Booklet printing schedule district wise / taluka wise before 1 week of actual test.*

9. TESTING DATES AND TIMING

The testing firm will establish examination centers within area of 2 KMs. SAT examination centers may be established in Higher secondary school, Secondary schools, Middle schools, Elementary school, primary schools, campus schools, The tests are expected to be conducted in the 04 weeks from signing the contract **before the Schools annual exams**. The tests will be administered according to a rotation timetable drawn up by the contract firm. It is expected that two divisions will be covered in one week and the testing will be completed in 29 districts (or as per new administrative structure) **in one month**.

The time required for the tests will be approximately 45 minutes for each test (subject). All the subject will be tested in a school in one day.

The test of two versions of booklets administered in a day with minimum gap of 10 minutes. The whole process of test administration will be completed during school time 3 to 4 hours.

DELIVERABLE

- (a) *A complete testing plan with timelines and dates, division, district, taluka wise and schools addresses to be provided at least 10 days prior to test administration to RSU and Educational Managers of School Education & Literacy Department.*

10. TEST ADMINISTRATION AND MONITORING.

The test administration is one of biggest challenge in large scale testing in Pakistan. It has been observed that all the stake holders, i.e. candidates, teachers and even parents try to affect the results. Thus the test administration requires adequate planning, training of test administrators and monitoring by the testing agency.

The third party will engage monitors/firm involved in monitoring to observe at least 5% test centers to collect information about the quality of test administration. The third party will submit a report developed by monitors/ monitoring firm highlighting strengths and weaknesses along with recommendations so that the quality of test administration may be enhanced for upcoming SAT rounds.

DELIVERABLES

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- Report on the standardized procedures adopted for the test administration of SAT in the province. Details of Workshop for test administrators, dates and venues, Fields reports of the test administrators (TAs) and profiles of TAs and recommendations.
- Report of monitoring and evaluation by the test administration along with frame work ,Detail profile of the Monitoring and Evaluation firm / team.

11. STATISTICAL ANALYTICAL REPORT ON STUDENT PERFORMANCES AND SOCIO ECONOMIC TOOLS

The third party/ firm will use latest software to explore the evidence of equating using statistics, analysis of not only raw scores but ability of students on a national norm, percentile, internal consistency and parallel forms reliability will be presented.

The contracted firm will also present achievement in relation with the independent variables in the background questionnaire to identify the correlations, also to identify good schools and districts, schools and districts needing additional support. The kind of support will also be suggested by the firm based on the data for evidence based planning.

A Technical Analytical Report may present.

Section 1: Standardized Testing Purpose, Process and Methodology.

Section 2: Descriptive Results Reporting.

Section 3: Analytical Results Reporting in relation to the key areas in the background questionnaire

Conclusion, Recommendations, Implications for policy, planning, practice.

The results should indicate achievement through percentiles and achievement scales for each subject to the results should he analyzed for the following:

- Achievement of individual students for each subject, cognitive level achievement scale, Mean achievement, standard deviations, percentiles, grade/subject specific achievement scale for each subject for provinces, districts, talukas, UCs/wards and schools
- Achievement(Mean achievement, standard deviations, percentiles, grade/subject specific achievement scale) comparing district results (result of one district as compared with the rest of the districts), talukas (result of each taluka as compared with other talukas in the same district), tehsils (result of each lasi as compared **with** other tehsils in the same district); UCs (result of each UC as compared with the rest of the UCs **in a** tehsil)
- Achievement (Mean achievement, standard deviations, percentiles, grade/subject specific achievement scale) according to rural, urban areas.
- Achievement (Mean achievement, standard deviations, percentiles, grade/subject specific achievement scale) according to gender — male, female
- Range of scores within province, district, taluka, tehsil
- Regional trends within the province
- Achievement (Mean achievement, standard deviations, percentiles, grade/subject specific achievement scale) of private schools according to fees charged. the analysis tools used should be able to provide data to enable year upon year trends to be

- Achievement of students related to information provided by the background Questionnaires by teachers and parents obtained as well as comparisons between subject achievements.

DELIVERABLES

- (a) *An international standard printed Technical Analytical Report including Teacher, student and parents and head teachers Background questionnaire information and different correlations.*

12. STRATEGY FOR DISSEMINATION OF STUDENT PERFORMANCES WITH STAKEHOLDERS

The sharing of student performances with parents and other stakeholders is one of the major innovations introduced through SAT reform. The purpose of disseminating student performances is to make public realize the issues and challenges of public school system and the parents may start inquiring about their child's performances through student record card (SRC).

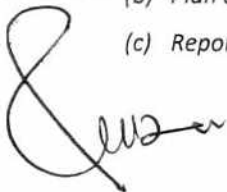
The firm will devise strategies for dissemination of student performances for the multiple stakeholders. (POLICY MAKERS, students, Parent, school heads and District Managers,)

For this purpose the firm will develop strategy to:-

- a) Inform divisional and district Managers about the test administration plan and
- b) Disseminate the finding of the SAT among stake holders. Generate and share appropriate data for different stakeholders including policy makers and implementers, district staff, head teachers, teachers, curriculum planners, textbook writers, and most important the parent and child. Moreover the usability of the information and its relevance to the participants will be very important so that the implications of the findings on the basis of SAT results can be designed and implemented.
- c) Develop and implements strategy for," dissemination of the students report cards among parents.

DELIVERABLES

- (a) *Report on conduct of Regional Seminars.*
- (b) *Plan and report on the dissemination of SAT results.*
- (c) *Report On Dissemination of SRC.*



13. PROCESS AND EX-POST REVIEW

The process and ex-post review of the achievement test is one of the major distinctions of SAT reform. The firm will develop a monitoring and evaluation framework for process to feedback into the process for improvement and ex-post review to diagnose the strengths and weaknesses of the whole process from diagnose the process of test development, test administration, analysis of data, and dissemination of result with stakeholders along specific suggestions which may help to improve the quality of each step. The firm will review the SAT website user trends to identify the number and nature of SAT website users. The firm will also suggest some material/links which may be uploaded on SAT website so that information available on website can be used by various stakeholders.

The firm will review the whole process and make suggestions which may help to refine the process for coming rounds of SAT.

DELIVERABLES

For Quality Assurance:

1. *Report on the Process, methodology, tools, time lines methodology and Outcomes and Monitoring and Evaluation Framework with indicators for the entire contracted work, each component and comprehensive basis.*

C- TIME PERIOD

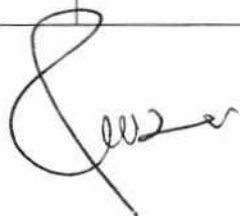
The whole project will be complete in 38 weeks. Detailed time lines for each deliverables are given as under:-

S.No	Deliverable	Time
1	Deliverable 1: Inception Report, Validated Test Paper Specifications	2 weeks after award of the contract.
2	Deliverable -2 : Development and review of test items Deliverable-4 : Development and review of socio economic status of parents, teachers background questionnaires (TBQs) questionnaire for teachers, Head Teachers, parents / students and school profile	4 weeks after the inception report
3	Deliverable-3 : Pilot Testing and creating Items Profiles And Establish Scale Reliability	6 weeks after he deliverable 2 and 4
4	Deliverable- 5: Development of assessment frame work deliverable-6 format of the test paper	6 weeks after deliverable -3
5	Deliverable -7 :Student Population To Be Tested	12 weeks after deliverable 2 and 4.
6	Deliverable-8: Printing And Dispatching Of The Tests	2 weeks after deliverable -7

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7	Deliverable-9: Testing Date And Time	2 weeks after deliverable -7
8	Deliverable -10: Test Administration And Monitoring (One Month Exercise)	One week after the Deliverable -8)
9	Deliverable-11: Statistical Analytical Report On Student Performances And Socio Economic Tools	8 weeks after deliverable 10
10	Deliverable 12: Dissemination Of Students Performance With Stakeholders(4 Weeks Exercise)	10 week s after deliverable 11
11	Deliverable-13: Process And Ex-Post Review(4 Weeks Exercise)	4 weeks after deliverable 11



APPENDIX-B

KEY PERSONNEL

S.No:	Name	Position
1	Mr. Dr. Fida Hussain Chang	Project Director
2	Mr. Pervez Ahmed Memon	Team Lead Admin
3	Dr. Irfan Ahmed Rind	Team Lead assessment & Analysis
4	Dr. Abdul Rehman Soomrani	Team Lead I.T & Software
5	Dr Niaz Ahmed Ghumro	Project Manager- Field Admin
6	Dr Shahid Hussain Mughal	Project Manager –Test Development & Analysis
7	Dr Sher Muhammad Daudpota	Project Manager- Database Administration
8	Dr.Javed Brohi	Subject Expert (Math)
9	Dr Abdul Qadir Rahimoon	Subject Expert (Science)
9	Dr. Hassan Shah	Subject Expert (English)
10	Mr Kamran Malk	Subject Expert (Sindhi)
11	Dr. Riffat Abbas	Subject Expert (Urdu)

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APPENDIX-C
SUMMARY OF COSTS

S.No:	ACTIVITY	AMOUNT IN PKR
1	Design and Review of Question Bank	1,308,000/-
2	Maintain online Question Bank/ Newspaper Advertisement	1,400,000/-
3	Conducting Pilot Test	1,841,000/-
4	Field Survey for verification in six Regions of Sindh for 1500 New Test Centers	3,388,000/-
5	Verification workshops for 4659 Test Centers of SAT V with SPEs & ADOEs for Preparation of Actual test field plans	3,925,000/-
6	Administration of SAT V Test	68,160,000/-
7	Paper Checking & E-Marking of SAT V Test	15,000,000/-
8	Project Payroll cost /Miscellaneous Cost	36,289,000/-
9	Data Analysis and Report Writing	2,280,000/-
10	Student Report Cards Printing, Dispatching	3,900,000/-
11	Regional Workshops to Disseminate SAT V Results	2,100,000/-
12	Provision of Stationery for Students	3,600,000/-
13	Dispatch of unused Test Booklets to ADOEs & Secondary Schools of Sindh	1,500,000/-
14	Data Collection	900,000/-
GRAND TOTAL		145,591,000/-



Activity 1: Design and Review of Question Bank

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 01	Description: Design and Review of Question Bank	
Price / Cost Component	Currency	Amount
Remuneration		0
Reimbursable Expenses	PKR	1,308,000/-
Subtotals	PKR	1,308,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

Nº	Description	Unit	Unit Cost	Quantity	PKR
1	Stationery (Paper, Pen, Photostat etc).	Lump Sum	-	-	300,000/-
2	Purchase Books	Lump Sum	-	-	150,000/-
3	Items Development	Items	250	1500	375,000/-
4	Items Review	Items	65	1500	97,500/-
5	Item Profile Development	Items	65	1500	97,500/-
6	Item Composition	Items	40	1500	60,000/-
7	Item Translate	Items	65	1200	78,000/-
8	Pilot Test Development	Items	250	600	150,000/-
Sub Total					1,308,000/-



Activity 2: Maintain online Question Bank/ Newspaper Advertisement

BREAKDOWN OF COSTS BY ACTIVITY

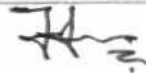
Group of Activities (Phase): Activity 02	Amount in PKR
Remuneration	600,000/-
Reimbursable Expenses	800,000/-
Subtotals	1,400,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Months	Amount in PKR
Zafar Mahar	Web Master/ IT Expert	50,000/-[Home]	12	600,000/-
Total Cost				600,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

No	Description	Quantity	Amount in PKR
1	Advertisement Expenses	Lump sum	800,000/-
Sub Total			800,000/-



Activity 3: Conducting Pilot Test

BREAKDOWN OF COSTS BY ACTIVITY

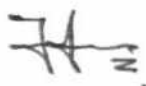
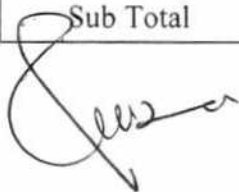
Group of Activities (Phase): Activity 03	Amount
Remuneration	666,000/-
Reimbursable Expenses	1,175,000/-
Subtotals	1,841,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate ⁴	Input Rate	Input Days	PKR
Invigilation, Orientation And Administration for Pilot test(2000 students)	Invigilators(10)	[Field]	2700/- per Invigilation	80	216,000/-
Specification development and validation by experts (Class V & VIII)	Experts (05)	Lump sum			450,000/-
Total Cost					666,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

N ^o	Description	Unit	Unit Cost ³	Quantity	PKR
1	Field Expenses of Invigilator for Pilot Testing	Invigilation	2700	50	135,000/-
2	Field Expenses(fuel) of TCs for survey	Invigilation	1200	(30 TCs 15 Days)	540,000/-
3	Printing booklets, Stationary and Photostat etc		Lump Sum		500,000/-
Sub Total					1,175,000/-



Activity 04: Field Survey for verification in six Regions of Sindh for 1500 New Test Centers

Group of Activities (Phase): Activity 04	Amount
Remuneration	2,226,400/-
Reimbursable Expenses	1,161,600/-
Subtotals	3,388,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Rate	Input Days	PKR
	Local Staff				
To be nominated (121 TCs)	Taluka Coordinators	[Field]	2300	8 Days	2,226,400/-
Total Cost					2,226,400/-

BREAKDOWN OF REIMBURSABLE EXPENSES

N°	Description	Unit	Unit Cost	Quantity	PKR
1	Field Expenses	TCs	1200	8*121	1,61,600/-
Total					1,355,200/-





Activity 05: Verification workshops for 4659 Test Centers of SAT VI with SPEs & ADOEs for Preparation of Actual test field plans

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 05	Amount in PKR
Remuneration	605,000/-
Reimbursable Expenses	3,320,000/-
Subtotals	3,925,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month)	Rate	Input Rate	Input Days	PKR
To be nominated (121 TCs)	Taluka Coordinators	[Field]	2500		2	605,000/-
						605,000/-
Total Cost						

BREAKDOWN OF REIMBURSABLE EXPENSES

Group of Activities (Phase): Verification workshops for 4659 Test Centers of SAT VI with SPEs & ADOEs for Preparation of Actual test field plans					
No	Description	Unit	Unit Cost	Quantity	PKR
1	Vehicles Cost in 121 Talukas	2 Days	5,000/-	121	605,000/-
2	Accommodation	2 Days	5,000/-	121	605,000/-
3	Hall Booking for Workshops in 121 Talukas	2 Days	10,000/-	121	1,210,000/-
4	Lunch and Refreshment(SPEs &ADOEs M/F)	2 Days	600/-	1500	900,000/-
Total Cost					3320,000/-




Activity 06: Administration of SAT VI Test

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 06	Amount in PKR
Remuneration	35,660,000/-
Reimbursable Expenses	32,500,000/-
Subtotals	68,160,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Rate	No. of Invigilation	Amount in PKR
To be nominated (10,000 invigilation for 350000 Primary & Secondary Enrollment)	Invigilator s	[Home] [Field]	2700	10000	27,000,000
To be nominated	Test Admin & Monitoring Staff	[Field]	45,000/-	58 (2 in each of 29 Dist)	2,610,000/-
To be nominated (121)	Taluka coordinators	[Field]	50,000		6,050,000/-
Total Cost					35,660,000

BREAKDOWN OF REIMBURSABLE EXPENSES

N ^o	Description	Unit	Unit Cost	Quantity	PKR
2	Field Expenses(Project Officers) Internet Download Manager	35 days	Lump Sum	15 RPOs	1,500,000/-
	Printing of test Booklets (Three Mediums)	No. of Students	65	300000	19,500,000/-
	Dispatch of test Booklets (based on previous cost)	No. of Students	25	300000	7,500,000/-
	Invigilators Training Expenses	1 day	1600	2500	4,000,000/-
Total Cost					32,500,000/-

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Activity 07: Paper Checking & E-Marking of SAT VI Test

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 07	Amount in PKR
Remuneration	/-
Reimbursable Expenses	15,000,000/-
Subtotals	15,000,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

Nº	Description	Unit	Unit Cost	Quantity	Amount in PKR
1	Paper Checking/ E-Marking (Govt+ SEF Schools) (Sukkur IBA will charge minimum 300000 students in E-marking activity to RSU even if the appearance is less than 300000. In case of student appearance is more than 300000 then Sukkur IBA will charge on actual quantity)	No of Students	50	300000	15,000,000/-
Total Cost					15,000,000/-




Activity 08: Project Payroll cost /Miscellaneous Cost

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 08	Amount in PKR
Remuneration	34,164,000/-
Reimbursable Expenses	2,125,000/-
Subtotals	36,289,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate ⁴	Input Months Home Input Months Field	Amount in PKR
Mr. Nisar Ahmed Siddiqui	CEO	250,000/- Home	12	3,000,000/-
Mr. Dr. Fida Hussain Chang	Project Director	230,000/-	11 1	2,760,000/-
Mr. Pervez Ahmed Memon	Team Lead Admin	160,000/-	10 2	1,920,000/-
Dr. Irfan Ahmed Rind	Team Lead assessment & Analysis	160,000/-	12	1,920,000/-
Dr. Abdul Rehman Soomrani	Team Lead I.T & Software	160,000/-	12	1,920,000/-
Mr. Niaz Ahmed Ghumro	Project Manager- Field Admin	150,000/-	8 4	1,800,000/-
Ms Shahid Hussain Mughal	Project Manager –Test Development & Analysis	150,000/-	12	1,800,000/-
Mr. Sher uhammad Daudpota	Project Manager- Database Administration	150,000/-	12	1,800,000/-
Dr. Javed Brohi	Test Development Expert (Math)	80,000/-	12	960,000/-
Dr. Abdul Qadir Rahimoon	Test development expert(Science)	80,000/-	12	960,000/-
Dr Kamtan Malik	Test development expert (Sindhi)	80,000/-	12	960,000/-
Dr. Riffat Abbas	Test Development expert(Urdu)	80,000	12	960,000/-
Dr. Hasan Ali Shah	Test development expert(English)	80,000	12	960,000

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Ms. Rakhi Batra	Senior Software Engineer	65,000/-	12	780,000/-
Mr. Mohammad Asad	Software Engineer	60,000/-	12	720,000/-
Mr. Mohammad Noman	Project Officer-Accounts	65,000/-	7	780,000/-
Mr. Abdul Rasheed Ansari	Project Officer	65,000/-	12	780,000/-
Mr. Tabish Qureshi	Project Officer	65,000/-	7	780,000/-
Mr. Irfan Shaikh	Project Officer	65,000/-	7	780,000/-
Mr. M. Nawaz Jiskani	Project Officer	65,000/-	7	780,000/-
Mr. Furqan Shaikh	Project Officer	65,000/-	7	780,000/-
Mr. Mohammad Younis	Project Officer	65,000/-	7	780,000/-
Mr. Shaman Ali Bozdar	Project Officer	65,000/-	7	780,000/-
Mr. Kishore Kumar	Project Officer	65,000/-	7	780,000/-
Mr. Safdar Hussain Memon	Project Officer	65,000/-	7	780,000/-
Mr. Ghulam Mujtaba Shah	Project Officer	65,000/-	7	780,000/-
Mr. Raheel Ahmed	Graphic Designer	52,000/-	7	624,000/-
Mr. Feroze Ahmed Mahar	Manager Finance	60,000/-	12	720,000/-
Mr. Hari Lal	Manager Procurement	60,000/-	12	720,000/-
Mr. Shoaib Ahmed	Office Assistant	25,000/-	12	300,000/-
Total				34,164,000/-




BREAKDOWN OF REIMBURSABLE EXPENSES

No	Description	Quantity	Amount in PKR
1	Communication Expenses	Lump Sum	750,000/-
2	Travelling Expenses (Meeting with clients & DOEs etc)	Lump Sum	800,000/-
	Office Stationery (Report printing, copy, paper, pen etc.)	Lump Sum	575,000/-
Sub Total			2,125,000/-

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Activity 09: Data Analysis and Report Writing

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 09	Amount in PKR
Remuneration	1,880,000/-
Reimbursable Expenses	400,000/-
Subtotals	2,180,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Months	Amount in PKR
To be Nominated	Data Analyst	140,000/-[Home]	2	280,000/-/-
To be Nominated	Data Entry Operators (20)	40,000/-Home	2	1,600,000/-
Total Cost				1,880,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

Nº	Description	Unit	Unit Cost	Quantity	Amount in PKR
1	Printing of Final Report	Per Report Copy	4000	100	400,000/-
Total Cost					400,000/-

Activity 10: Student Report Cards Printing, Dispatching

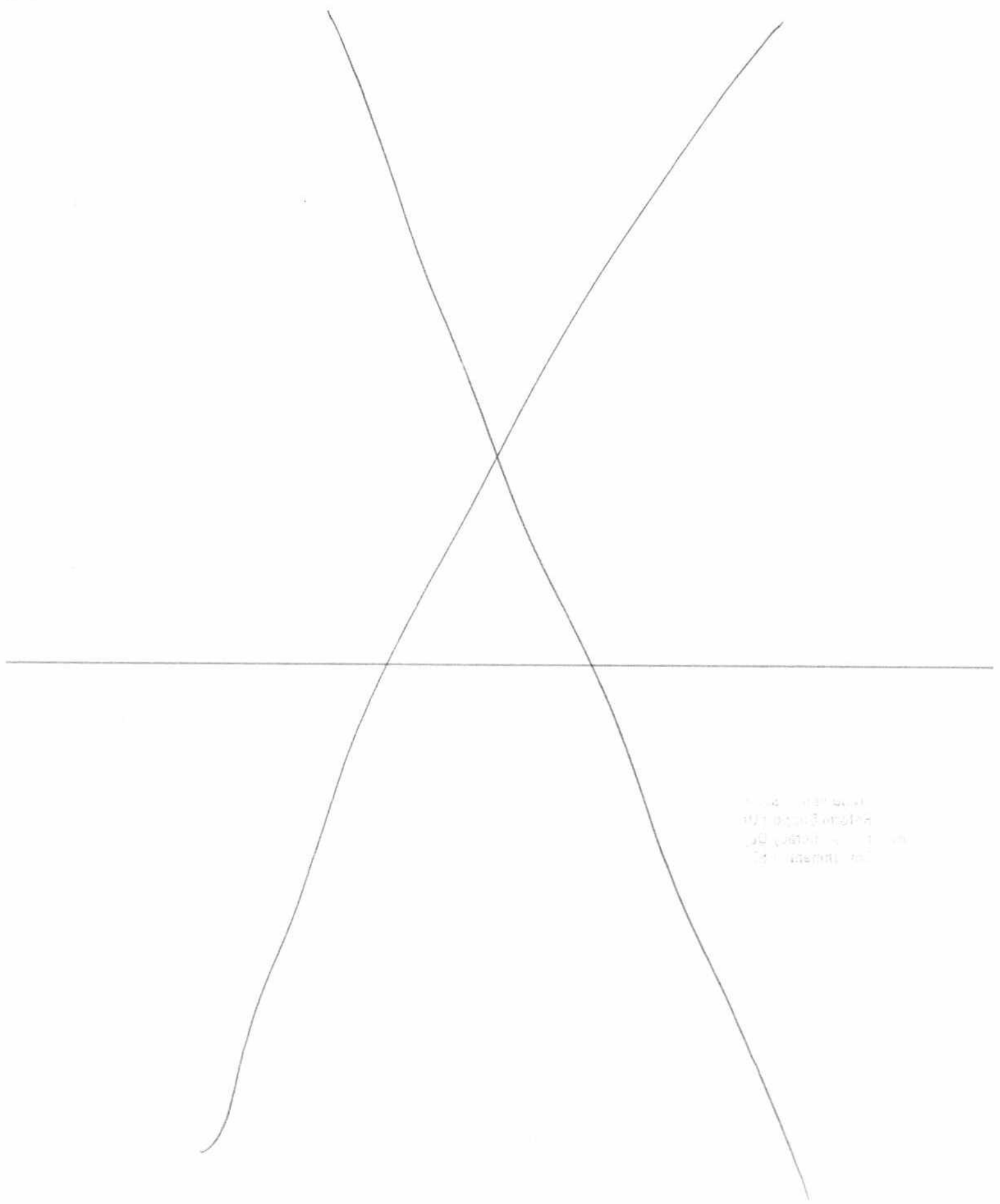
BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 10	Amount in PKR
Remuneration	/-
Reimbursable Expenses	3,900,000/-
Subtotals	3,900,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

N ^o	Description	Unit	Unit Cost	Quantity	Amount in PKR
1	Students Report Card(Printing)	Printing	10	300000	3,000,000/-
2	Students Report Cards (Dispatching), (Based on SAT III previous Cost.)	Dispatch	3	300000	900,000/-
Total Cost					3,900,000/-





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Activity 11: Regional Workshops to Disseminate SAT V Results

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 11	Amount in PKR
Remuneration	-
Reimbursable Expenses	2,100,000/-
Subtotals	2,100,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

N°	Description	Unit	Unit Cost	Quantity	Amount in PKR
1	Regional Workshops in 06 regions (Hall Charges, Food, Travelling and accommodation of team)	Regional Workshops	350,000/	6	2,100,000/-
Total Cost					2,100,000/-





1. Activity 12: Provision of Stationery for Students

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 12	Amount in PKR
Remuneration	/-
Reimbursable Expenses	3,600,000/-
Subtotals	3,600,000/-

BREAKDOWN OF REIMBURSABLE EXPENSES

Group of Activities (Phase): Provision of Stationery for Students					
No	Description	Unit	Unit Cost	Quantity	Amount in PKR
1	Stationery (Sukkur IBA will purchase the stationery (Minimum 300,000) on the basis of verified enrollment shared by RSU. In case the actual appearance of student in SAT VI is less than the verified enrollment shared by RSU, Sukkur IBA will not return the remaining purchased stationery pouches to RSU.	Students	12	300000	3,600,000/-
Total Cost					3,600,000/-



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Activity 13: Dispatch of unused Test Booklets

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 13	Amount in PKR
Remuneration	700,000/-
Reimbursable Expenses	800,000/-
Subtotals	1,500,000/-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Months	Amount in PKR
To be Nominated	Sorters (20)	35,000	01	700,000
Total Cost				700,000

BREAKDOWN OF REIMBURSABLE EXPENSES

No	Description	Unit	Unit Cost	Quantity	Amount in PKR
	Dispatching Expense	Lump Sum			800,000/-
Total Cost					1,500,000/-



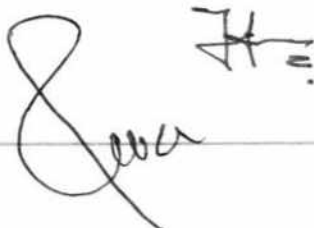

Activity 14: Data Collection

BREAKDOWN OF COSTS BY ACTIVITY

Group of Activities (Phase): Activity 14	Amount in PKR
Remuneration	900,000/-
Reimbursable Expenses	/-
Subtotals	900,000-

BREAKDOWN OF REMUNERATION

Name	Position	(Staff-month) Rate	Input Days	Amount in PKR
Local Staff To be Nominated	Surveyors (20)	Rs. 3000 per day	15	900,000/-
Total Cost				900,000/-



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