



**FEDERATED STATES OF MICRONESIA
OFFICE OF THE GOVERNOR**

State of Chuuk

Weno, Eastern Caroline Islands 96942

Department of Education
Gardenia Aisek, Executive Director
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REQUEST FOR PROPOSAL

RFP: CSSS 2012-12-02

EDUCATION REFORM CONSULTANT(S)

Issue Date: December 21, 2012
Opening Date: December 24, 2012
Closing Date & Time: January 31, 2013 @ 5:00 p.m. Chuuk Time

The Chuuk State Government and the Department of Education are soliciting proposals from interested and qualified individuals or institutions to provide consulting services for the Chuuk State School System. The department is accepting proposals for two full-time, resident education experts including one Education Reform Implementation expert and one School Management Expert.

Scopes of work for these two resident education experts are as follows:

The Education Reform Implementation expert will:

1. Complete the revision of the Chuuk Education Reform Plan (CERP) goals, objectives and timeline to reflect the endorsed recommendations of the Reform Review, the outcomes of the High-Level meeting, and the implementation of key legislative measures.
2. Take lead responsibility for keeping the Reform Monitoring Matrix up-to-date for submission to CDOE (Chuuk Department of Education) Executive Director to CBOE (Chuuk Board of Education) and Advisory Group for review and reporting.
3. Take lead responsibility for CERP goal one through advisory support to the new CDOE Division of Administrative and Personnel.
4. Submit deliverables to the Executive Director of Education and to the Board of Education as expected.

The School Management Expert will:

1. Take lead responsibility for CERP goals 2, 3, and 4 through advisory support to the new CDOE Division of School Support.

2. Take lead responsibility for ensuring the Facilities Repair and Maintenance Master Plan is integrated into the overall reform program through advisory support to the new CDOE Division of Planning and Development.
3. Submit deliverables to the Executive Director of Education and to the Board of Education as expected.

Qualifications

Applicants are expected to have earned their college diplomas in education or other related fields; they must be knowledgeable and experienced in education reforms and school management; be able to work in different settings and environments and willing to travel to other islands in Chuuk. They must have good work attitude and ethics and are easy to work with others.

Evaluation and Conditions

All proposals will be reviewed and evaluated by a Special Committee formed to evaluate proposals and select an awardee. The Special Committee reserves the right to reject any and all proposals and/or extend the closing date of the RFP and to request additional information from any applicant. Proposals will be evaluated heavily based on experience in providing the requested services, past performance and demonstrated ability to complete services within the timeline of the reform plan and most advantageous to the reform program.

Terms and Status of Employment

Consultants will work with the Chuuk Department of Education for a period of one year with contracts renewable annually based on the need of the department for the implementation of the education reform plan. The status of employment will be that of an independent consultant who will report to the Executive Director of Education.

All interested parties must submit their proposals no later than January 31, 2012 at 5:00 p.m. Chuuk time to the Chuuk Department of Education. Late submissions will not be accepted and will be returned.

Proposals must be submitted to the address below marked CSS 2012-12-02:

Chuuk Department of Education
P.O. Box 460
Weno, Chuuk FM 96942
Attention: Gardenia Aisek Macayaon, Director of Education
Phone#: 691-330-7405

Proposals must include the following information:

1. Name of individual or organization
2. Name of contact person
3. Physical address
4. Telephone and fax numbers
5. Email address
6. Statement of qualification and experience with similar projects

Electronic proposals will be accepted via email at gardenia.aisek@gmail.com

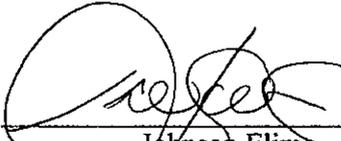
To obtain further information, interested parties should contact the individual below.

Gardenia Aisek Macayaon
Director of Education
P.O. Box 460
Weno, Chuuk FM 96942
Phone: 691-330-7045
Email: gardenia.aisek@gmail.com

The Department of Education reserves the right to reject any and all proposals received in connection with this RFP for failure to comply with this advertisement and/or non-compliance with procurement procedures.

Any contract(s) awarded will be between the Chuuk State Government and the person or organization receiving the award.

Approved by:



Johnson Elimo
Governor of Chuuk State

12-21-12
Date