



**THE INSTITUTE OF  
Company Secretaries of India**  
IN PURSUIT OF PROFESSIONAL EXCELLENCE  
Statutory body under an Act of Parliament

**INSTITUTE INVITES EXPRESSION OF INTEREST FOR ONLINE ENGLISH  
LEARNING PROGRAMME FOR THE STUDENTS OF ICSI**

Recognising the need to provide a platform to learn English language and improve writing and speaking abilities of the students, the Institute invites Expression of Interest for providing Online English Learning Programme for the students of ICSI. The terms & conditions are:

1. Programme shall be web-based.
2. Vendor shall provide user ID and password to the students with validity period not less than one year.
3. Vendors will be selected on following parameters: -
  - a) Curriculum and Contents on English Learning: Writing, Listening, Speaking, Pronunciation, Case Studies, Real-life scenarios like conversation, presentation etc., certification, interactive platforms for group discussion, chat facility etc.
  - b) Relevance to ICSI Students
  - c) Quality (Please provide accreditation, if any)
  - d) Accessibility
  - e) Assessment (Online Testing)
  - f) Monitoring
  - g) Voice & pitch Clarity
  - h) Cost factor, etc.
4. The vendors would provide trial version for not less than one month.
5. The Institute may also consider extending the same to members and employees.
6. English Learning Programme shall be voluntary for the students.
7. The Institute shall not bear any financial or other cost for setting up and maintenance of the English Learning Programme.
8. The ceiling on the fee of English Learning Programme shall be Rs. 3000/- (irrespective of duration) per student.
9. The Administrative Charges shall be 5% per subscription per student subject to the minimum of Rs. 100/- to be paid to ICSI on quarterly basis.
10. Vendors shall be free to provide any additional value added services to the students through English Learning Programme with prior approval of the Institute.
11. The contents to be offered by the Vendors under the English Learning Programme will be subject to the approval of the Institute.

12. This shall be the duty of every vendor to run, maintain and update its Online English Learning Programme in such a manner that its access and availability is ensured at all times.
13. The Institute shall enter into standard multivendor agreement with selected vendors for Online English Learning Programme. The Agreement would include an Exit Clause.
14. The Institute will not have any legal obligation under the proposed arrangement and will be solely borne by the vendor.
15. For any details / clarifications, **Mrs. Meenakshi Gupta, Joint Director 011-45341047, <meenakshi.gupta@icsi.edu>** may be contacted during office hours.
16. The interested persons may provide the following details in a sealed envelop duly superscribed, “**EXPRESSION OF INTEREST FOR ONLINE ENGLISH LEARNING PROGRAMME FOR THE STUDENTS OF ICSI**” due on December 9, 2013” should be addressed by name to **Shri Sutanu Sinha, Chief Executive**, The Institute of Company Secretaries of India, ICSI House, 22, Institutional Area, Lodi Road, New Delhi-110003, either by registered post/speed post/or by dropping in the tender box placed at 3<sup>rd</sup> floor of Institute’s Headquarter & should reach on or before **3.00 PM December 9, 2013**.

- (i) Name of Organisation
- (ii) Detailed Proposal
- (iii) Contents
- (iv) Technical specifications
- (v) Cost
- (vi) Services offered
- (vii) Any other matter

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