Call for Scientix 4 evaluator

July 2020 – December 2022

V06

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ABOUT SCIENTIX

Scientix promotes and supports a Europe-wide collaboration among STEM (science, technology, engineering and mathematics) teachers, education researchers, policymakers and other STEM education professionals.

Scientix 1: In its first stage (2009-2012), the project built an online portal to collect and present European STEM education projects and their results and organised several teacher workshops.

Scientix 2: During the second phase (2013 – 2015) Scientix expanded to the national level. Through a network of National Contact Points (NCPs), Scientix reached out to national teacher communities, and contributed to the development of national strategies for wider uptake of innovative approaches in STEM education.

Scientix 3: This activity was continued in the third stage of Scientix (2016-2019), expanding the networking to include more Scientix ambassadors, training programmes and the Ministries of Education STEM representatives working group (MoE STEM WG).

This call for evaluators addresses Scientix 4 - Building and managing Science Education Community in Europe by promoting Inquiry-Based Science Education and other initiatives at national level (2020-2022). The project will ensure the continuation and adaptation of the Scientix III activities and will contribute to the development of national strategies for a wide uptake and dissemination of IBSE (Inquiry Based Science Education) and other projects, expanding to cover STEAM education practices, which will help educate future citizens in the importance of STEAM in society (including Responsible Research and Innovation and STEAM in everyday life).

ABOUT EUROPEAN SCHOOLNET

European Schoolnet (EUN), as the project coordinator of Scientix, is now looking to appoint an independent evaluator to conduct an external evaluation of the Scientix 4 project. The expert is requested to send an offer with a description of services and price.

EUN is a network of 34 European ministries of education. As a non-profit organization, the strategic aim of the network is to bring innovation in teaching and learning to ministries of education, schools, teachers, researchers and industry partners. EUN is positioned as an Ideas Lab that is able to help its Ministries develop policies to support the educational reform process at European level based on evidence and facts. Founded in 1997, the organization is based in Brussels. EUN works on three strategic areas:

1. Providing usable evidence and data in the area of innovation in education to inform policy recommendations (via peer exchanges, policy experimentations, surveys and reports and via its various working groups, involving education ministries)

2. Supporting schools and teachers in their teaching practices, via the animation of three major European networks – eTwinning (school partnerships), Scientix (STEM) and BIK (eSafety)

3. Helping mainstream innovation and support a pan-European network of schools engaged in innovative teaching and learning approaches, including via activities organized around the EUN Future Classroom Lab and also via the FCL Ambassadors scheme.

SCIENTIX 4 OBJECTIVES

Scientix 4 - Building and managing Science Education Community in Europe by promoting Inquiry-Based Science Education and other initiatives at national level, should address in particular the following five main items:

1) The portal: The portal/internet platform developed under previous Scientix programmes in order to collect and present European STEM education projects and their results (especially those funded by the European Commission but also at national level and industry), will be maintained and modernised in order to ensure permanent searchable access to projects and further dissemination. A particular attention will be provided to the availability of at least 3 new additional EU languages. A strategy will be developed to significantly increase the numbers of science teachers, regular users and other users visiting and using the Scientix portal.

2) Professional development: The professional development activities will be continued and increased. Scientix has undoubtedly made a significant impact on teachers, their teaching practices, and consequently, their students throughout Europe, for example, by encouraging new, more collaborative and innovative ways of teaching and providing access to high quality resources in teachers' national languages. However, a key challenge facing the project going forward is how to engage all teachers (and not only the ones who are already convinced). Future professional development activities of Scientix must favour the engagement of these teachers.

3) Community building: Community building aspects also will be maintained, and the number of face-to-face meetings will be increased. The expansion of the Ambassador programme is one of the key successes of Scientix. The level of interest from teachers in becoming a Scientix

Ambassador is indicative of the positive way in which Scientix is viewed by teachers and the benefits they feel it is able to offer. The increase in Ambassador numbers has many encouraging implications, in particular, extending the reach of Scientix to more remote localities less often included in national or international projects. Moreover, one of the aspects of Scientix that has been among the most challenging is ensuring regular contact within the key organizations involved: National Contact Points (NCPs), Ministries of Education through their STEM representatives Working Group (MoE STEM WG) members, and Scientix Teacher Ambassadors. The opportunity to learn from each other and to share experiences is an important feature of Scientix for all groups. Thus, it is important to ensure that this sense of connection is maintained and further deepened. In this regard, an appropriate effort should be provided to the development of activities carried out with Scientix NCPs and the number of face-to-face meetings should also be increased in the future.

4) STEAM European partnerships: In light of the current achievements obtained within the previous Scientix activities, and to expand the professional development activities and the community building of items 2 and 3, Scientix 4 will test the setting up of STEAM European partnerships at national level. These partnerships will develop new approaches for creative and innovative science, technology, engineering and maths teaching and learning opportunities, connected to existing national practices. These new approaches would be tested in all countries in Europe, with the support of various Future Classroom labs established in some countries. The conditions for large scale deployment of these approaches will also be investigated. Finally, the results will be shared between this European network of STEAM European partners.

5) The conference: The conference bringing together the major STEAM teachers' communities in Europe will be maintained. This event represents one of the major networking events about STEAM education in Europe.

MAIN TASKS

The evaluation has two strands, namely, to:

1. evaluate the Scientix 4 Conference
2. evaluate the project management (including educational activities and the portal) and final deliverables.

The objective of the evaluation services is to make sure the quality of the organization of the Scientix conference as well as the project in general are flawless in guaranteeing the full satisfaction of Scientix 4 users and members.

- **Scientix 4 conference**

The Scientix 4 conference constitutes the largest event in the project. The 4th Scientix conference should take place in May 2021 in Brussels. The programme of the conference will include keynote speakers, parallel sessions and workshops aiming to be thought-provoking and inspiring.

Workshops will also be included providing real hands-on opportunities resulting in the rapid acquisition of new competences and skills. The participation of industry actively involved in

STEM education would also be encouraged. Participants will learn about various science education projects. They will be able to get to know the people behind the projects and to engage with colleagues from other European countries. The organization of the conference will include: 1) call for proposals for stands, presentations and workshops; 2) call for grants for flights; 3) registration pages; 4) selection of invited participants; 5) selection of general participants.

It is expected for **the external evaluator** to evaluate the event itself, with EUN providing information on the preparation process (call for papers, grants, registrations, etc.). Furthermore, the evaluation team is expected to attend the whole conference.

- **Management**

The evaluation will focus on the quality of the educational activities and results, on the management of the different organizations involved (e.g. Ministries of Education STEM representatives Working Group, National Contact Points as well as Teachers panel) and the organization of the project in general.

The overall objective of this evaluation is thus to determine whether the objectives of the Scientix 4 project have been reached and to which extent. The evaluation should try to define the success factors and the limits of this way of working so as to make recommendations for the improvement of Scientix 4 and for a future Scientix 5.

METHODOLOGY

Evaluation of the Scientix 4 conference

The evaluation of the Scientix conference will focus on the following elements:

- The types of participants (to see whether they respond to the target groups of the Scientix project).

- The objectives of the conference (to see whether they are in line with the objectives of the Scientix project as a whole).

- The different parts of the programme such as keynote speakers, parallel sessions and workshops to see in which ways those elements of the conference have contributed to reaching the objectives.

- The organisation of the conference in general.

- The way in which participants intend to disseminate what they have learned during the conference.

- The overall post-event feedback from participants.

- The conference pack made available to all participants.

This will be achieved through a detailed strategy a draft of which should be sent by the applicant as part of its offer in response to this call. This detailed strategy should be a review

of the Evaluation strategy used under Scientix 3 set out in Annex 1 of this call and including the suggested changes, updates and improvements to be made by the applicant for the evaluation of 1) Scientix 4 project management and final deliverables and 2) Scientix 4 conference.

Evaluation of the project management and final deliverables

The evaluation will focus on the quality of the educational activities and results; the management of different organisations involved (eg NCPs, MoE STEM WG, Teachers' panel); quality of partnerships; and the organization of the project in general. This will include evaluating the educational activities and the Scientix Portal. The overall aim is to determine whether the objectives of the Scientix 4 project have been reached, and to what extent.

This will be achieved through a detailed strategy a draft of which should be sent by the applicant as part of his offer in response to this call. This detailed strategy should be a review of the Evaluation strategy used under Scientix 3 set out in Annex 1 of this call and including the suggested changes, updates and improvements to be made by the applicant for the evaluation of 1) Scientix 4 project management and final deliverables and 2) Scientix 4 conference.

Note: In addition to the formal reporting schedule detailed below, the evaluators will keep in regular contact with the Scientix project management team at EUN (by email and phone) to inform them of interim findings; issues identified; and concerns raised via the evaluation process.

Delivery Schedule

- D6.2 – Evaluation report 1 [Due: mid-May 2021]: Report on the quality of the project, consortium and outcomes (carried out by the external evaluator) of the activities organized between July 2020 and Apr 2021.

- D6.4 – Evaluation report 2 [Due: mid-December 2022]: Report on the quality of the project, consortium and outcomes (carried out by the external evaluator) of the activities organized between May 2021 and November 2022.

- The external evaluator will also contribute to deliverable D4.2 – Conference report due November 2021.

WHO CAN APPLY

The expert for the evaluation should have relevant experience in Science, Technology, Engineering and Mathematics (STEM) education to carry out an independent evaluation of the Scientix 4 conference, the project management and final deliverables. The expert should be based in European Union countries or any Horizon 2020 associated countries.

BUDGET

The external evaluator shall provide to EUN with an offer based on the description of tasks given above and not exceeding 24,000 euros in total excluding VAT if applicable.

The offers submitted for this call will be considered valid for the period of Scientix 4. Selected tenderers will be required to guarantee day rates and prices foreseen in the offer during this period.

RULES AND REGULATIONS FOR THE OFFER

Here are the rules and regulation for the offer:

- The offer should present a detailed strategy used to evaluate Scientix 4 conference, and the global management of the project, including the network of national contact points, and the teachers' panel. This detailed strategy should be a review of the Evaluation strategy used under Scientix 3 set out in Annex 1 of this call and including the suggested changes, updates and improvements to be made by the applicant for the evaluation of 1) Scientix 4 project management and final deliverables and 2) Scientix 4 conference. Once these changes are agreed with EUN, this detailed strategy will be sent to the European Commission as a deliverable by the end of June 2020.

- The offer must be made in English.

- Indicative budgets should be quoted in EURO and not exceed a maximum of 24,000 euros excluding VAT if applicable.

- Please give HR time expressed in day rates for 4 staff categories from junior to senior as appropriate.

- Indicative budget should include the travel and subsistence costs for attending Scientix 4 conference, one Teacher Ambassador Panel meeting and one NCP Panel meeting that will be held in Brussels.

- Day rates quoted are fixed for the duration of the contract (3 years).

EXCLUSION CRITERIA

Applicants will be automatically excluded for selection and from an award if it falls within one of the situations listed below:

(a) They are subject to a conflict of interest.

(b) They are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations.

(c) They have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata.

(d) They have not fulfilled obligations relating to the payment of, social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established.

(e) They have made false declarations in supplying information required by any public organization as a condition of participation in a procurement procedure or grant award procedure or fail to supply this information.

(f) They have been guilty of grave professional misconduct proven by any means which can be justified.

The applicant shall submit with its offer a declaration on its honour that it does not fall within any of the situations listed above.

The applicant shall also be automatically excluded if the application together with any supporting documents (including the declaration on honour) is not received by EUN by the deadline listed in the section, Timescales and Deadlines. At anytime during the selection process and before a contract is signed, the applicant(s) may be requested to provide proof in the format to be specified by EUN, that they do not fall under any of the above exclusion criteria.

SELECTION PROCESS

Selection criteria

The offer from the applicant shall be assessed according to the following criteria:

1. The number of years of experience of the applicant in the evaluation sector;
2. CVs and profiles of experts used for the evaluation work, as well as the availability and capacity of experts
3. Knowledge and experience of EU funded projects and in STEM education
4. Ability and experience of working with different cultures and in different languages
5. The relevance and quality of the detailed strategy used to evaluate 1) The Scientix 4 conference, 2). The global management of the project, including the network of national contact points, and the teachers' panel.
6. Fees and charges for the services provided.
7. The EUN Evaluation Committee may decide, at its entire discretion, to give a weighting to the various selection criteria detailed above.

In terms of the fees and charges they must be comparable with market prices and values.

Please note that EUN is not bound to make a selection if the offers received are not of sufficient quality or the prices quoted are not within the budget allocated to EUN by the funding body or

for any other business or operational reason. In such circumstances, EUN may re-issue this Call or cancel it completely.

Interviews

The EUN Evaluation Committee may, at its entire discretion, decide to call the highest scoring candidates for an online interview in order for them to present their offer directly to the EUN Evaluation Committee and to resolve any outstanding issues or questions.

The questions and answers will be reported in the final evaluation report, while scores for the technical and financial evaluation can also be re-assessed following the interview.

Notification of the Results

Upon completion of the process of evaluation the results of the evaluation will be communicated to all the applicants both successful and unsuccessful. EUN shall be under no obligation towards the successful applicant until a contractual agreement has been signed between both parties. Signature of the agreement may be subject to the applicant providing proof in the format to be specified by EUN, that it does not fall under any of the Exclusion Criteria specified in this Call and/or that it has the necessary financial capacity to carry out the work under the Call. The latter may be shown by the provision of the last 3 years approved financial statements or accounts.

TIMESCALES AND DEADLINE FOR APPLICATIONS

Closing date for receipt of questions and comments is: 17:00 CET, 1st June 2020. Questions and answers related to the application to this call will be made available on the page of the call on Scientix portal.

All enquiries should be emailed in the first instance to the contact details provided below.

The deadline for receipt of applications is: 17:00 CET, 15th June 2020. Applications should be submitted by e-mail as a word document, providing details of the proposed approach, experience and costs. This document must be no longer than 20 pages in length (excluding CVs and brochures) and it should include the Evaluation strategy for Scientix 4 based on the Evaluation strategy carried out under Scientix 3 and provided as Annex 1 to this call. This Evaluation strategy should be around 10 pages in length.

Any information submitted in excess of the maximum number of pages will not be considered. Please note that applicants are strongly advised to send in their offers well before the deadline noted above. Failure to deliver on time will not be accepted even if the delay may be due to a technical failure which is not due to the fault of the applicant.

Proposals received after the deadline will not be eligible.

Following evaluation of the submitted proposals, successful and unsuccessful applicants will be notified by e-mail of the decision of the EUN Evaluation Committee if possible, during the month of June 2020.

Please note that the selection decision of EUN is final and is not subject to appeal. EUN will not enter into detailed discussions or exchanges with any applicant as to why their application was not successful.

Interested applicants are invited to send their applications with the information requested above by e-mail to: Noelle Billon (Noelle.billon@eun.org) with Agueda Gras-Velazquez (agueda.gras@eun.org) in copy of the email.