

Request for Proposal (RFP) for
Implementation of Spoken English Course for Students of Classes 9 to 12
standard

Location: 8 blocks of Nayagarh district, Odisha

Background:

Centre for Catalyzing Change (C3), is a non-profit organization that improves the lives of women and girls in India. C3 designs and implements at-scale interventions to mobilize, equip, educate and empower women and girls to meet their full potential, to grow up as educated, informed, confident citizens of India; to live dignified and healthy lives, and to emerge as leaders in their communities. C3 focuses on incubating, implementing and scaling up programs on adolescent health and agency, early marriage, gender equity and prevention of GBV, women's economic empowerment, reproductive and maternal health, and family planning.

For four decades, Centre for Catalyzing Change (C3) has worked to ensure that every girl and woman in India can live with agency, confidence, choice, and dignity. We work across 13 states, and having built a demonstrable legacy of catalyzing change across education, health, and gender norms.

C3 works with adolescent girls to build agency and lasting life skills - helping them make informed choices about their education, careers, health, and future. We ensure that they hold the reins of their lives - with their choices and autonomy at the centre - without child marriage or gender norms/social norms cutting their dreams short. Because gender equity cannot rest on girls alone, we work with adolescent boys to dismantle toxic masculinity, build gender-equal attitudes from an early age, and connect them to vocational and life skills. Every year, Centre for Catalyzing Change reaches out to two million young people, women and community members through its programs on education, health and livelihood across 12 states of the country.

Centre for Catalyzing Change (C3) is currently implementing Girl's Empowerment through Education project covering 8 blocks of Nayagarh district, Odisha with the objectives to increase secondary school completion rate among girls achieved via educational enrichment sessions, support in procuring scholarships and accessing other entitlements. This will help girls complete their education, reduce their vulnerability to child, early, and forced marriage, and enable them to pursue career pathways of their choice. The project aims to

As per of the project, C3 invites proposals from qualified institutes to deliver a structured Spoken English course for students of Classes 9 to 12. The course objectives are: to build students' spoken English proficiency, improve their verbal confidence, and prepare them for academic, social, and future career scenarios.

The selected institute will be responsible for:

I. Course Delivery

- Develop a 4-month spoken English curriculum tailored for students of Classes 9-12.
- Conduct regular classes: 2 spoken English sessions of 1 hour each per week for each batch of students consisting of maximum 40 numbers, for the period of 4 months, in coordination with school / colleges as per the fixed schedules.
- Deploy qualified English language trainers with experience in adolescent education.
- Ensure that sessions are interactive, student-centric, and aligned with their learning pace.
- Incorporate modules on: Basic grammar, Vocabulary building, Pronunciation, Sentence formation, Functional English for everyday use and Public speaking and confidence building
- Adapt teaching methodologies to accommodate different learning levels and needs.
- Maintain a small teacher-to-student ratio for personalized attention.

II. Materials and Classroom Support

- Provide digital subject books/study materials to each student.
- Supply tools (e.g., worksheets, flashcards, props in soft copies) to facilitate hands-on learning activities.

III. Assessment and Monitoring

- Conduct a pre-assessment to evaluate initial proficiency levels.
- Implement periodic assessments every month to track student progress in speaking and comprehension skills.
- Maintain detailed attendance records and participation logs for each session.
- Share monthly progress reports with C3 team and school / College administration, capturing achievements and any challenges.
- Conduct end of the course completion of spoken English assessment of the students. Audio of sample students to be prepared and shared.

IV. Certification

- Award certificates of participation to students upon successful completion of the 4-month course.

V. Target Group and Locations

- Students from Classes 9 to 12 in selected C3-project locations in 8 blocks of Nayagarh district.
- Estimated number of students to be covered: 1600

- Delivery Mode: Face to face classes in the school/college and places mutually agreed with C3
- Course Duration: 4-months

VI. Eligibility Criteria

- Registered institute with at least 3 years of experience in educational coaching / spoken English or communication training for the students
- Proven track record in curriculum design and delivery in a school setting
- Ability to provide trained English language facilitators.
- Presence of the institute in the Nayagarh district is preferable.

VII. Proposal Submission Requirements

Interested institutes must submit a detailed proposal that includes:

- Organization profile and previous experience
- Proposed curriculum/courses outline and teaching methodology
- Trainers profile
- Implementation timeline
- Details of centre locations in blocks
- Budget estimate (with detailed cost breakdown)
- At least two references or case studies of similar work

VIII. Submission Instructions:

- Interested agencies may send a detailed Proposal to procurement@c3india.org by 8th June 2026, 5.30 pm.
- In case of any questions or clarifications, please reach out to procurement@c3india.org.
- Please mention Implementation of Spoken English Course for Students of Classes 9 to 12 in Nayagarh district of Odisha. Only Selected institutions/agencies/consultants will be contacted through email.