Expression of Interest (EOI) For Empanelment of agencies for development of e-learning content and for capacity building

EOI No. EdCIL/DES/EoI/2022-23/005

Date: 17.11.2022

Table of Content

Section 1

INVITATION FOR EXPRESSION OF INTEREST

EdCIL (INDIA) LTD

(A Mini Ratna Category - 1 CPSE, Under the Ministry of Education, Government of India)
PLOT NO. 18A, SECTOR 16A, NOIDA

No.: EOI No. EdCIL/DES/EoI/2022-23/005   **Dated: 17-11-2022**

1. EdCIL (India) Ltd. invites Expression of Interest (EoI) from the registered companies/agencies in India for "Empanelment of agencies for development of e-learning content and for capacity building."

2. The purpose of this EoI Document is to provide interested agencies with the relevant information regarding the EoI and invite feedback from them. The applicants are advised to study this EoI Document carefully before submitting their response.

3. The feedback & suggestions received as part of the response from the applicants may be used while formalizing the RFP.

4. In exceptional circumstances and at its own discretion, EdCIL may extend the deadline for submission of proposals by issuing an amendment which will be made available on the EdCIL website. EdCIL reserves the right to amend/add further details in the EoI.

5. After evaluation of EoI responses, EdCIL will empanel technically qualified service providers.

6. The applicants are requested to submit any queries in writing by email. The queries shall be addressed to CGM (DES) at the email id: destenders@edcil.co.in by 12.12.2022 up to 15:00 Hrs. (Mention Email Subject: EoI for Empanelment agencies for development of e-learning content and for capacity building).

7. EdCIL (India) Limited reserves the right to cancel this call for EoI and/or invite afresh with or without amendments, without any liability or any obligation and without assigning any reason.

8. Applicants are advised to visit EdCIL's website regularly for any updates on this EOI.

9. The applicant shall bear all costs associated with the preparation and submission of its response, including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Company, site visits, investigations, studies, or any other costs incurred in connection with or relating to its response. All such costs and expenses will remain with the applicant and EdCIL shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by the applicant in preparation or submission of the response, regardless of the conduct or outcome of the Process.

10. Further Details are given below in the Table:

Name of work	"Expression of Interest (EOI) For Empanelment of agencies for development of e-learning content and for capacity building."
Product Category	Software Solutions
Place of delivery	PAN India as per project requirement
EOI Publishing Date	17.11.2022
Document Download Start Date	17.11.2022
EoI Submission End Date	20.12.2022 up to 15:00 hrs.
E-mail for Query Submission	EoI queries should be emailed to destenders@edcil.co.in
Pre-Bid Query Submission period	12.12.2022 up to 15:00 hrs. EoI queries received later than the date and time as mentioned above shall not be entertained.
Pre-Bid Meeting	13. 12. 2022, at 11:30 hrs. Pre-Bid Meeting address: EdCIL House, 18A, Sector 16A, Noida-201301

Validity of offer	The response shall remain valid for at least 6 months from the last date of submission.
Contact Person	Manager (DES) +91-120-4156001-02, 4154003

<div align="center">Table 1</div>

<div align="right">

Chief General Manager (DES)

EdCIL (India) Limited

18 A, Sector-16A, Noida-201 301

Tel: +91 120-4310840

120-4156001-02, 0120-4154003,

0120-2970206-207.

</div>

Section 2
Background

2.1 About EdCIL

EdCIL (India) Limited is a Government of India Enterprises (Mini Ratna Category-1) CPSE under Ministry of Education offering management and consultancy services in all areas of education and Ministry of Education, both within India and overseas. The Company strongly believes that digitization will be a game changer in addressing quality, quantity and governance needs in both schools and higher education.

The company accordingly focuses on all emerging areas of IT/ICT applications in the education sector. The vision of the company is to transform the teaching - learning process by improving communication and Collaboration among the faculty, students, and administrators of the school through digital initiatives. The aim is to improve integration of technology into the teaching-learning spectrum and encourage students to become creators of their own learning by incorporating 21st century skills such as creativity and critical thinking.

EdCIL has offered services to clients ranging from Central Govt., States Govt., Government of other countries, CPSEs, INIs and autonomous Govt. / Pvt. Institutions / organizations.

2.2 About NEP

In alignment with National Education Policy (NEP) 2020, it is certain that technology itself will play an important role in the improvement of educational processes and outcomes. As per NEP 2020, the thrust of technological interventions will be to improve teaching learning and evaluation processes, support teacher preparation and professional development, enhancing educational access, and streamlining educational planning, management, and administration including processes related to admissions, attendance, assessments, etc. A rich variety of educational software, for all the above purposes, will be developed in compliance with the National Digital Education Architecture (NDEAR) and made available for students and teachers at all levels by NEP.

2.3 About NDEAR

NDEAR is a key enabler of National Education Policy (NEP 2020) and acts as super connector to cross leverage ecosystem capabilities and catalyze innovation in skilling and education.

It is to be noted that NDEAR is not a platform, technology software or solution, application, or portal, but an architectural blueprint.

It is an architectural blueprint for the educational ecosystem in the country that defines a set of principles, standards and specifications, guidelines, and policies to strengthen the digital infrastructure for education.

- It promotes a 'digital first' approach, supporting teaching and learning activities, and facilitating educational planning as well as governance and administrative activities.
- It aims at creating a digital foundation driving towards autonomy and self-governance of all parties involved, particularly states and the Centre.
- NDEAR's institutional structure, date, governance framework and technology will benefit both the student and the teacher community alike.
- Solutions that adhere to NDEAR frameworks and standards would be considered NDEAR-compliant. NDEAR-compliant solutions would be able to connect with one another.
- The framework implies that systems and solutions that worked in one state can be shared across the country and adapted in other parts.

Key Guiding Principles of NDEAR

- **Engage the ecosystem:** The systems should follow a multi-stakeholder approach to engage a broad range of actors and stakeholders in the education ecosystem such as Central and State/UT governments, school leadership (government, private, formal, informal), civil society organizations, education experts, pedagogues, technologists, teachers, learners, parents, private entities, and community. The intent is to enable access to a wide range of offerings across the nation to enable better contextualization and support to help & manage to learn.

- **Empower the Users:** The technological interventions should help learners to learn at their pace through improved access to a universe of content enabled by advanced features. The systems shall enable learners to choose their learning trajectories and choose learning resources based on their identified learning styles and learning needs.

- **Design and act at scale for all:** The design of the solutions envisaged should be flexible and user-centered, with an emphasis on accessibility and equity-based solutions for the masses, with inbuilt flexibility and scope for scaling. This may only be achieved when the focus is on innovation, multimodality in content, data, connections, digital assets, coherence, outreach, and not the hardware for its own sake.

- **Affordable:** The design may consider using a combination of multiple technologies and the most widely used technologies removing language barriers, increasing access for gifted children, to reach as many children as possible at an affordable price.

- **Interoperable:** The various systems shall be interoperable by design, i.e. able to connect on a need-basis through open specifications and APIs. This shall include interoperability (based on appropriate rules, and administrative and legal frameworks) across systems and domains such as school education, higher education, health, child development, social justice, juvenile welfare, tribal welfare, minority affairs, and others.

- **Open Source:** To ensure strategic control in e-Governance applications and systems from a long-term perspective, source code shall be free from any royalty and shall be available for the community/adopter/end-user to study and modify the software and to redistribute copies of either the original or modified software.

- **Reusable**: The content & solution creation takes time. The focus in the initial phases shall be on reusing the existing resources /solutions/innovations already available with the ecosystem instead of building new ones from scratch which may be considered for later phases.

- **Data Driven:** Evidence-based decision-making within cultures of learning and experimentation, enabled by technology, leads to more impactful, responsible, and equitable uses of data.

2.4   About DIKSHA

Digital Infrastructure for Knowledge Sharing (DIKSHA) is the national platform for school education available for all states, UTs, and the central government for grades 1 to 12, and was launched in September 2017. DIKSHA can be accessed through a web portal and mobile application. DIKSHA provides free-of-cost access to curriculum-linked quality e-content through several use cases and solutions such as QR-coded Energized Textbooks (ETBs), courses for teachers, quizzes, and others. DIKSHA is the 'One Nation: One Digital Platform' for school education in India. DIKSHA has been identified as a Digital Public Good (DPG) by the Government of India and architected as a set of building blocks in compliance with principles laid under NDEAR.

2.5   About SWAYAM

SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) is a program initiated by Government of India and designed to achieve the three cardinal principles of Education Policy viz., access, equity, and quality. The objective of this effort is to take the best teaching learning resources to all, including the most disadvantaged. SWAYAM seeks to bridge the digital divide for students who have hitherto remained untouched by the digital revolution and have not been able to join the mainstream of the knowledge economy. Offerings of SWAYAM are as follows:

- Courses that are taught in classrooms from 9th class till post-graduation.
- The courses hosted on SWAYAM is in 4 quadrants
    - video lecture
    - specially prepared reading material that can be downloaded/printed
    - self-assessment tests through tests and quizzes and
    - an online discussion forum for clearing the doubts.
- Subjects of courses include - Engineering, Science, Humanities, Management, Language, Mathematics, Arts and Recreation, Commerce, Library, Education.
- Students wanting certifications need to register and shall be offered a certificate on successful completion of the course, with a little fee.

In view of the above EdCIL (India) Limited is spanning its spectrum in tune with the New Education Policy' agenda by contributing to improving the learning levels of school students through various appropriate interventions in terms of Ed-Tech solutions.

Section 3

Instructions to Bidders

3.1 Instructions for Online EoI Submission:

- E-tendering is new technology for conducting public procurement in a transparent and secured manner. As per Government of India's directives, EdCIL (India) Limited has adopted E-tendering.

- For conducting EoI process, EdCIL (India) Limited has decided to use electronic tender portal link available with detailed information on e- tendering process. This portal built using electronic tender's software is referred to as http://www.tenderwizard.com/EDCIL.

- The bidders are required to submit soft copies of their EoIs electronically on http://www.tenderwizard.com/EDCIL e-tendering website, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Tender Wizard E-Tendering Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Tender Wizard E-Tendering Portal.

- The scope of work is available in the complete EoI documents which can be viewed /downloaded from Tender Wizard E-Tendering Portal of http://www.tenderwizard.com/EDCIL. Technical responses will be submitted duly digitally signed on the website http://www.tenderwizard.com/EDCIL. No claim shall be entertained on account of disruptions of internet service being used by the applicant. Applicants are advised to upload their EoIs well in advance to avoid last minute technical snags.

- All Corrigendum/Amendment/Corrections, if any, will be published on the website http://www.tenderwizard.com/EDCIL as well as on EdCIL's website.

- It is mandatory for all the applicants to have class-III Digital Signature Certificate (in the name of person who will sign the EoI document) from any of the licensed certifying agencies (Bidders can see the list of licensed Certifying Agencies from the link www.cca.gov.in) to participate in e- Procurement of EDCIL.

- It is mandatory for the bidders to get their agencies/company registered with e-procurement portal of EDCIL, i.e., www.tenderwizard.com/EDCIL to have user ID & password by submitting a non-refundable annual registration charge as follows:

| 1 | Registration charges for 1 year | Rs. 2000/- |

(Exclusive of taxes, levies, etc.) which can be paid online using the e- payment gateway to KEONICS through the portal address mentioned above. The registration so obtained by the prospective bidder shall be valid for one year from the date of its issue and shall be subsequently renewed.

- Participant shall safely keep their User ID and password, which will be issued by the service provider i.e., KEONICS Ltd. upon registration, and which is necessary for e-tendering.
- Applicants are advised to change the password immediately on receipt of activation mail.
- Applicants shall not disclose their User ID as well as password and other material information relating to the e-tendering to any one and safeguard its secrecy.
- Submit your EoI well in advance with relevant documents on Tender Wizard E-Tendering Portal http://www.tenderwizard.com/EDCIL, as there could be last minute problems due to internet timeout, breakdown, etc.
- EoIs should be submitted only through Tender Wizard E-Tendering Portal and obtain the acknowledgement copy as a proof of successful submission.

3.2 Preparation of EoIs

- Applicant should consider any corrigendum/addendum published on the portal before submitting their EoIs.
- Applicant should select the category of participation as per Annexure 1 and necessary documents shall be submitted as per Pre- Qualification criteria for individual category.
- Please go through the EoI advertisement and document carefully to understand the documents required to be submitted as part of the procedure. Please note the number of documents-including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Applicants, in advance, should get ready the EoI documents to be submitted as indicated in the EoI document/ schedule and generally, they can only be in PDF format. Bid documents may be scanned with 100dpi with black and white option.

The Expression of Interest is to be submitted in the manner prescribed below: -

1. Undertaking for Expression of Interest as per Annexure-1

2. Details of Applicant's agency as per Annexure -2.

3. Financial Summary as per Annexure -3.

4. Details of Type of Content intended for development as per Annexure -4 (For first category)

5. Details of areas intended for Capacity Building/Training as per Annexure-5 (For second category)

6. Experience in related projects as per Annexure -6

7. Pre-Bid Query Format as per Annexure -7

8. Undertaking for plagiarism as per Annexure - 8

Applicants must ensure that their EoI response is submitted as per the formats attached with this document. Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the responses.

3.3 Submission of EoIs

- Applicant should log into the site well in advance for EoI submission and complete all formalities of registration (at least two days in advance of the closing date) so that he/she uploads their response in time i.e., on or before the submission time. Applicant will be solely responsible for any delay in uploading within the stipulated time.

- The applicant must digitally sign and upload the required documents one by one as indicated in the EoI document.

- The server time (in IST) will be considered as the standard time for referencing the deadlines for submission of the responses by the applicants. The applicants should follow this time during bid submission.

- Upon the successful and timely submission of EoI responses, the portal will give a successful submission message & a summary will be displayed with the response no. and the date & time of submission with all other relevant details.

3.4 Assistance to applicants

- Any queries relating to the EoI document, and the terms and conditions contained therein should be addressed to the Inviting Authority. For any other related queries applicants are requested to contact on below given contact details.

- For online registration, intended applicants may write us at harishkumar.kb@etenderwizard.com or contact at 080- 40482100/9964074577.
- For any further query related to Training Session, EoI Uploading/downloading or any other query related to tender please contact Tender wizard Helpdesk.

Telephone	Email
1. 080-40482100 2. 8800496478 3. 9964074577	1. harishkumar.kb@etenderwizard.com 2. sandeep.g@ etenderwizard.com 3. varun.b@etenderwizard.com (Note - cc to: destenders@edcil.co.in)

3.5 Minimum requirements at applicants' end

- Computer System having configuration with minimum Windows 7 or above, and Broadband connectivity
- Digital Certificate(s)

Section 4

Objective

Leveraging technology, educational software, and new learning tools, educators across the world are increasingly blending in-class and online learning strategies giving rise to this interesting model known as Blended Learning. Also known as mixed or hybrid learning, this learning approach can be use in various forms. The focus of the blended learning model is to give learners more freedom in the way that they learn and engage in their education.

This would help to understand various offerings available in the market and decide the future course of action for procurement or sourcing.

The objective of the EoI is to explore the various content types, applications/innovations in the form of solutions, tools, etc. available in the market and to explore prospective agencies for capacity building in e-Learning online interactive programmes in multilingual content, e-Test programmes, and analytics.

The training at the foundational level of schools is designed to enable better career choices/planning with key focus on capacity building through **Skilling, Upskilling and Reskilling**.

 In first category, the empaneled service providers will be required to 54 of various States/UTs in accordance with NEP 2020, NDEAR etc.

In second category, the empaneled service providers will be required to provide skill training for capacity building in e-Learning online interactive programmes in multilingual content, e-Test program and analytics.

Section 5

Scope of Work

EdCIL has been supporting educational departments in several State and Union Territory Governments in their education initiatives. The initiatives vary from design and implementation of education schemes and are likely to include schemes for implementation of NEP 2020 and other government schemes in States and Union Territories (UTs).

EdCIL would like to strengthen its program design and implementation support capability so that it is able to serve many more programs/schemes/initiatives and multiple States and Union Territories.

The Technical Agency would support EdCIL in one or more of the following:
- e-Governance based Consultancy
- Implementation of IT Projects
- IT Infrastructure and Facility Management Services
- Providing informational, technical, and tangible support to the stakeholders.
- Software Development and maintenance projects including web-based applications / portals / ERPs / data analysis and other similar applications of IT in general.
- Provide training wherever required to the client's personnel
- Interact with EdCIL for Administrative/Logistic support.

Depending on the needs of the Stakeholders, the services required can be customized.

PART-A
FIRST CATEGORY: Service providers for development of E-Learning Content

5.1 Indicative Requirement
The scope of work would include services in content development, training, implementation, maintenance, management, and user support for the following categories in accordance with the NCERT/CBSE/State Board/Higher Education etc. but is not limited to:
1. Animated Video Module/2D content

2. Gamified Learning Content
3. Virtual Labs/Experiments
4. Augmented reality (AR) Content
5. Virtual Reality (VR) Content
6. Immersive/3D content
7. Accessible content for Students with disabilities like ISL videos etc.
8. Videos /Byte sized videos
9. Simulations
10. Theoretical/Textual content
11. Digitized Academic Content
12. Assessments
13. Energized textbooks
14. H5P content

Pedagogical alignment

1. The e-content should enable learners to understand the topic by meaningfully connecting the content to what they already know and apply it to various problem-solving scenarios.
2. The learning outcomes of the e-content should be aligned with the BLOOM taxonomy i.e., it should cover all six different domain levels: knowledge, comprehension, application, analysis, synthesis, and evaluation of BLOOM taxonomy.
3. The e-content should be inviting the participation of the learner in the learning process via presentation of the content with meaningful visual organizers and explanations in conversational forms.
4. The e-content should have features that promote learners to in trace with the content and explore it.
5. The e-content should be sequenced into separate smaller sub-topics and should have relevant activities associated with them.
6. The e-content should have dynamic adaptability of the assessment and content to the needs of the leaners bases on their profile, interaction, and performance.

Technology and design alignment

1. The e-content should be user center principles of interaction design for Visibility, Affordance, Consistency and Mapping.

2. The design should be as per the ADDIE model i.e., it should cover all the steps of Analysis, Design, Development, Implementation, and Evaluation of the ADDIE model.
3. The e-content should help the learners to understand the outcome of an action.
4. The e-content should give adequacy of control given to learners over their learning trajectory.
5. The e-content should adhere to universal design for learning (UDL) so that it caters to learners with various learning challenges and physical needs.
6. The e-content should have interactive features for the content being learned.

The Agencies must consider the following parameters while submitting technical bid:
1. The agencies production team will be totally responsible for required infrastructure to shoot the video besides, processing, hiring of camera & lights, other equipment, studio hiring, site selection and procuring all the necessary permission for shoot, catering, transportation, etc. in case of outdoor shooting.
2. Agency will be responsible for hiring the team including, SME, Instructional Designer, Project Manager/Art Director, Videographer, animator etc.
3. Agency will be responsible to meet the post-production charges such as: Studio hire for editing charges, Motion graphics Animation charges, Music composition and voice-over charges (English and others 22 regional languages as per Annexure 9), SME, Instruction Designer, and any other related charges. The agency should be responsible for Visual Storyboard & Artwork, Voice-over for English & Regional Languages, DOP, Camera Equipment, Lighting, Motion graphics, VFX, Film editing and Buying of Royalty, Free Stock Footage, Images if any.
4. Video must be well lighted and sharp images should be there. The shoot site should be clean, and objects shown in the video should be presentable. Re video shoot may be required if the videos made by the agency is found unsatisfactory to EdCIL.
5. Animation: The e-learning video shall include 2D Animation, 2D Motion Graphic, 3DAnimation, Panoramic etc.
6. Editing: Editing is to be done in digital non-linear set up with graphics and animation workstation in addition to music and narration. Use of special effects shall be done in the video wherever required. Re-editing may be required if the editing made by the agency is found unsatisfactory to EdCIL.

7. Inspection: The agency shall arrange for inspection of the job by the of EdCIL/Client team on every stage of work as detailed made at any time during the process of development of the Video, if required by the EdCIL/Client. Any defect pointed out/ modification suggested during such inspections must be promptly rectified/ incorporated to ensure desired quality of work.

8. The Agency shall agree to carry out any technical problems related to content or uploaded video content and rectify it swiftly up to three months after uploading the e-learning

9. The Agency should submit all the documents related to the development of this eLearning content to EdCIL after completing of the projects. i.e., All the Source Files, Video, Audio, Images etc. for future use.

Guidelines for Digital Content Developed

This section details out some of the key features of the proposed digital content.

The content developer needs to integrate the following points while developing e-learning content:

1. Language of Content- Content for courses shall be developed in English and given Regional Language as per client's requirement. For the text, charts, graphics etc. of the content, clear and simple language should be used. There should be provision for addition of subtitles in one or more languages for all the video/ digital content developed.

2. NSQF Alignment- All the content developed should be mapped to the National Skills Qualifications Framework (NSQF). The selected agency shall ensure that the NSQF alignment requirements of the blended content developed are always met.

3. NDEAR Compliant- All the content developed should be NDEAR compliant i.e., it should be open sourced and should follow NDEAR guidelines that shall include but not limited to:
   a. Unifying and not uniform
   b. Ecosystem driven (not system)
   c. Unbundled and combinable
   d. Federated but interoperable
   e. Open access (open license and open-source policies)
   f. address diversity, inclusion, and special needs
   g. Evolvable
   h. Provide design by choice
   i. Privacy, security, and trust by design

j. Leverage investments

4. Modular Structure of content- The content to be designed as discrete components within the whole content.

5. Multi-device and Platform Compatibility- The e-content should have cross platform compatibility (i.e., Android, Windows, iOS etc.) and compatibility with 22 major browsers (i.e., Internet Explorer, Mozilla Firefox, Google Chrome, etc.). It should also be accessible on open User Interface (UI).

6. Sharable Content Object Reference Model (SCORM) standards- The content is to be SCORM packaged with latest/acceptable version to enable integration, hosting, and functioning of courses on the Learning Management System (LMS).

7. Compatibility toward easy translation to other languages- The construction of the Regional Languages/English language e-content need to be clear, simple, and unambiguous so that it is easier to translate the content in any other Indian/regional language, whenever required.

8. Copyrights and Intellectual Property- The content developer shall warrant that there is no infringement of any patent or intellectual property rights caused by the development/conversion of e-contents which are subject matter of this project. EdCIL /Ministry of Education will own the copyright in all deliverable materials created under the project. The content developer shall transfer Intellectual Property Rights (IPR) of all products developed/enhanced/ modified/ configured under this project to the EdCIL /Ministry of Education.

9. The content should be legally compliant.

10. Plagiarism checks - shall be performed to ensure that the content developed, and created by agency has not been copied from elsewhere. Agency shall submit Plagiarism undertaking as per Annexure-08.

11. No brand image or logo or any material related to content developing agency or any other agency in the e-learning content must not be included.

Note: The agencies must submit full source code to the EdCIL and transfer ownership of source code to EdCIL/ Ministry of Education.

PART-B

SECOND CATEGORY: Service providers for Capacity Building/ Training on E-Learning Content

5.2 Indicative Requirement

a) In alignment with NEP 2020 focus area towards improving foundational and numerical literacy amongst school students, Prospective bidders will be required to undertake projects for Grade 6-12 students on cloud based online live interactive programs in multilingual Content, capacity building skill training program through e Test programs. Analytics LMS and turnkey projects on LBD (Learning by doing) supply, operation and maintenance of educational labs (Maths, Physics, Biology and Chemistry labs) in Govt aided/funded/ owned schools.

b) As per Ministry of skill development & Entrepreneurship (MSDE) focus on re orienting Govt Industrial Training (ITIS), Prospective bidders will be required to undertake projects offering hybrid content delivery model Content through Practical 3D and 2D Models and animation with an integrated point content delivery device aided with AR & VR lab and other necessary domains for improving the learning outcome of the students.

c) The successful bidder shall submit relevant training literatures to EdCIL on requirement basis prior to imparting the training.

d) The successful bidder shall maintain attendance record along with feedback of the trainees. The comprehensive information shall be submitted to EdCIL after completion of training programme.

Essential Parameters to be addressed in capacity building/training

The following key parameter needs to be addressed for capacity building/training but not limited to:

1. The trainee becomes capable of using the content solution for normal operations.

2. The trainee must understand the way the topic is dealt with answer questions/queries from students on the topics.

3. The trainee should be able to make his/her own lesson plans.

4. The training should be hands on with the help of the educational content developed.

5. The training should include presentation/ discussion by subject experts.

6. A teacher's manual to be made available to all the trainees.

7. Expected set of Questions and answers should be provided at the end of the training (For e.g., FAQs).

8. Should provide the Manual containing the solutions to the frequently encountered problem, compiled with the assistance of facility management personnel.

Note: Agencies shall submit full training materials (e-training materials/ documents) utilized for the purpose of training to the EdCIL/Ministry of Education.

Section 6

Eligibility and Evaluation Criteria

6.1 Empanelment Procedure

1. The response submitted by prospective bidder within stipulated time will be evaluated by EdCIL Committee.

2. Applicants will be requested to present and demonstrate their potential services. The date and time of the presentation will be informed to the bidders separately. During the presentation and demonstration, EdCIL's relevant committee will assess the acceptability of contents in light of the requirements.

3. Shortlisting by the committee of EdCIL will be based on the following parameters:
    a. Plan/methodology for rendering the services.
    b. Support and Services Model.
    c. Knowledge, skills, expertise pertaining to the areas for which proposal is submitted.
    d. Company credibility.
    e. Company Strength.
    f. Risk & challenges.

4. EdCIL will officially communicate to the shortlisted organization about their response for selection.

5. Selected Partner shall submit a performance security deposit of Rs 1 Lakh in the form of Demand Draft/NEFT Bank Transfer/Bank Guarantee to EdCIL.

6. Selected Partners will be empaneled for a period of one (01) year from the date of empanelment. The empanelment can be renewed for a period of one more year based on the requirement and satisfactory performance.

7. Empanelment can be cancelled in case any fraud is reported regarding the agency, in which the empanelment security shall also be forfeited.

8. Empanelment may also be terminated pre-maturely on mutual agreement with the empaneled agency.

9. If the empaneled partner is blacklisted by any PSU/State or central government department/ministries etc., during the currency of the empanelment period, the empanelment shall be terminated by EdCIL. The partner is expected to immediately inform EdCIL regarding its blacklisting as per above for necessary action.

6.2 EoI Evaluation

Evaluation will be based on the agency meeting the Pre- qualification criteria. It is mandatory for the agency to fulfill all the pre-qualification criteria to be technically qualified. EdCIL reserves the right to assess the agency's capability and capacity to perform the contract, should circumstances warrant such an assessment in the overall interest of the EdCIL or project.

6.3 Pre-Qualification Criteria

6.3.1 Service providers for development of E-Learning Content

S.No.	Specific Requirement	Documents required
1.	The agency should be a company registered in India under the Companies Act 1956, Act 2013 or a partnership registered under the India Partnership Act 1932, or a Partnership agency registered under the Limited Liability Partnership Act 2008 with their registered office in India in operation for the last three years	● Certificate of Incorporation ● Memorandum and Article of association ● Registered Partnership Deed
2.	The average Annual Turnover of the agency for the last three financial years should be 1 crore (exclusively in content development) i.e., 2019-20, 2020-21, 2021-22 with net profit and positive net worth. **For MSME/Startup** Average Annual Turnover of the agency for the last three financial years, should be 80 lakhs i.e., 2019-20, 2020-21, 2021-22 with net profit and positive net worth.	● Audited profit and loss statement and balance sheet ● Auditor certificate clearly specifying the turnover with net profit and positive net worth. ● **MSME Agencies** should produce valid registration certificate issued by NSIC/MSME ● **Startup** should produce valid registration certificate from Startup India
3.	A Power of Attorney / Board Resolution in the name of the person signing the EoI.	Original Power of Attorney / Board Resolution Copy on a non-judicial stamp paper.
4.	The agency must have a valid PAN and a registration number for GST	● Copy of PAN card ● Copies of relevant GST registration certificates.
5.	The agency should have valid EPF and ESIC	● Copy of EPF registration

	registration.	certificate. ● Copy of ESIC registration certificate. If exempted, valid proof should be provided.
6.	The agency must have minimum 5 years of experience in development of e-learning content, making Video, Concept Creation Visual Storyboard, Artwork Voiceover for English, Hindi, and other multilingual languages, Location shoot direction including interviews, DOP, Camera Equipment, Lighting, Motion graphics, VFX Film editing, Buying of Royalty, Free Stock Footage, Images if any	Attach proof of the projects executed and certificate from client along with Annexure-6
7.	The agency should be an ISO 9001:2015, ISO 20000-1:2018, ISO 27001:2018/2013 and CMMI Level 3 certified company.	Copy of valid certificate(s) in the name of the agency attested by the authorized signatory of the company
8.	Agency should possess the requisite human resource capabilities for development of content.	Letter form HR head Mentioning the total number of employees (Regular/Contractual) along with the names of employees intended for fulfilment of required scope of work.
9.	Mandatory Undertaking: agency should: ● Not be insolvent ● Not have been convicted of any criminal offense ● Not have been blacklisted by a central / government institution Comply with requirements of Registration under contract labor (Regulation & Abolish) Act, wherever applicable	The agency shall furnish an undertaking duly attested by a notary on a non-judicial stamp paper of value INR 100/- (Rupees One Hundred Only)
10.	The agency should submit a detailed deployment plan and approach for execution	Technical proposal comprising all necessary details and areas of interest as per Annexure 4
11.	Undertaking for Plagiarism	Undertaking on company letterhead as per Annexure 8

Table 2

6.3.2 Service providers for training of capacity building/Training

S. No.	Specific Requirement	Documents required
1.	The agency should be a company registered in India under the Companies Act 1956, Act 2013 or a partnership registered under the India Partnership Act 1932, or a Partnership agency registered under the Limited Liability Partnership Act 2008 with their registered office in India in operation for the last three years	● Certificate of Incorporation ● Memorandum and Article of association ● Registered Partnership Deed
2.	The average Annual Turnover of the agency for the last three financial years should be 1 crore i.e., 2019-20, 2020-21, 2021-22 with net profit and positive net worth. **For MSME/Startup** Average Annual Turnover of the agency for the last three financial years, should be 80 lakhs i.e., 2019-20, 2020-21, 2021-22 with net profit and positive net worth.	● Audited profit and loss statement and balance sheet ● Auditor certificate clearly specifying the turnover with net profit and positive net worth. ● **MSME Agencies** should produce valid registration certificate issued by NSIC/MSME ● **Startup** should produce valid registration certificate from Startup India
3.	A Power of Attorney / Board Resolution in the name of the person signing the EoI.	Original Power of Attorney / Board Resolution Copy on a non-judicial stamp paper.
4.	The agency must have a valid PAN and a registration number for GST	● Copy of PAN card ● Copies of relevant GST registration certificates.
5.	The agency should have valid EPF and ESIC registration.	● Copy of EPF registration certificate. ● Copy of ESIC registration certificate. If exempted, valid proof should be provided.
6.	Similar Work experience implies e learning interactive project including supply of multilingual content and software platform	Attach proof of the projects executed and certificate from client along with Annexure-6

	for a client.	
7.	The agency should be an ISO 9001:2015, ISO/IEC 20000-1:2018 and ISO 27001:2018/2013 certified company.	Copy of valid certificate(s) in the name of the agency attested by the authorized signatory of the company
8.	Agency should possess the requisite human resource capabilities required for capacity building.	Letter form HR head Mentioning the total number of employees (Regular/Contractual) along with the names of employees intended for fulfilment of required scope of work.
9.	Mandatory Undertaking: agency should: - Not be insolvent - Not have been convicted of any criminal offense - Not have been blacklisted by a central / government institution - Comply with requirements of Registration under contract labor (Regulation & Abolish) Act, wherever applicable	The agency shall furnish an undertaking duly attested by a notary on a non-judicial stamp paper of value INR 100/- (Rupees One Hundred Only)
10.	The agency should submit a detailed deployment plan and approach for execution	Technical proposal comprising all necessary details and areas of interest as per Annexure 5
11.	Undertaking for Plagiarism	Undertaking on company letterhead as per Annexure 8

Table 3

Note:

1. EOIs will also be reviewed for compliance with the necessary Instructions, terms and conditions, scope of work, formats etc. as outlined in this document.

2. Agencies may only opt for categories wherein they have relevant experience in content development/capacity building/ training. In case of non-submission of relevant documentary proof for implementation/execution in the opted category, the offer will not be considered for evaluation.

3. EdCIL reserves the right to physically verify the office, or any document provided by the Agency in the way EdCIL desires

एडसिल
EdCIL
Education • Innovation • Transformation

4. All the aforementioned documents must be signed and stamped before uploading on the e-tender portal.
5. EoI response must be properly serial numbered and indexed.

The applicants are expected to examine all instructions, forms, terms, and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI document in every respect will be at the Applicant's risk and may result in rejection of the proposal.

EdCIL reserves the right to withdraw, amend, modify the EOI and or vary any part thereof at any stage. EdCIL further reserves the right to cancel the EoI at any stage. The EOI is not an offer and is issued with no commitment.

6.4 Tender evaluation among empaneled partners

1. On case-to-case basis, the RFP will be called among the empaneled partners with the redefined scope of work, technical qualification (as per the quantum of work) and payment terms as per the end client requirement.
2. The bids received against the RFP from the empaneled partners will be technically evaluated and financial bids of technically qualified bidders will be considered for further evaluation.
3. The work order will be awarded to the lowest (L1) bidder.
4. The successful bidder will be required to submit performance bank guarantee equivalent to 10% of the project cost for entire duration of contract.
5. Other terms and conditions of the tender shall be defined on case-to-case basis as per the requirement of end client and EdCIL.

Section 7

Formats

Annexure – 1

Undertaking for Expression of Interest

To,
Chief General Manager (DES)
EdCIL (India) Limited, 18 A, Sector-16A, Noida-201 301

Sub: Submission of Expression of Interest (EOI) For
   a) Service providers for development of E-Learning Content
   b) Service providers for capacity building/training
       (Strike off the category in case it is not relevant to bidder)

In response to the aforementioned Invitation for Expressions of Interest (EOI) published on ____ for the above purpose, we would like to submit the required information and express our interest for _____ (FIRST Category /SECOND Category /Both).

As instructed, we have attached the following documents in response:
   1. Details of Applicant's agency as per Annexure -2.
   2. Financial Summary as per Annexure -3.
   3.   Details of Type of Content intended for development as per Annexure-4 (For First category)
   4. Details of areas intended for Capacity Building/Training as per Annexure-5 (For Second category)
   5. Experience in related projects as per Annexure 6
   6. Pre-Bid Query Format as per Annexure 7
   7. Undertaking for Plagiarism as per Annexure 8

Sincerely Yours,

Signature of the applicant

[Full name & Designation of applicant]

Agency Name

Stamp_____

Date:

Place:

Encl.: As above.

Note:
1. This is to be furnished on the letterhead of the organization.
2. It is expressly clarified that before submitting the EOI, Applicant must have carefully examined the contents of all the attached documents and any failure to comply with any of the requirements of EOI document will be at the Applicant's risk.
3. It is mandatory to submit all the annexures in full in the EoI response. The response of those applicants who have not submitted all the annexures in full may not be considered.
4. Bidder shall clearly highlight in the cover letter for the category they are participating. The necessary response shall be submitted separately in case bidders opts for both the categories.

Annexure – 2

Details of Applicant's Agency

S.No.	Particular	Details Along with the Supporting documents
1.	Agencies' legal entity & Name	
2.	Type of organization (Proprietorship/Partnership/Private Ltd./Public Ltd./ Startup/MSME, etc.)	
3.	Country of Incorporation/Registration	
4.	Incorporation Document / Date of Incorporation/Registration	
5.	PAN Number	
6.	GST Registration Number	
7.	Registered And Corporate Office Address	
8.	Mobile Number	
9.	Email ID	
10.	Company Website	
11.	Empanelment with Govt. Organizations (Mention names along with copies of Certificates)	
12.	Employee Strength	
13.	ISO certification / Other certification (if any)	
14.	Whether the Agency has been blacklisted/debarred by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	

Table 4

Note: Self attested copies shall be provided in support of the documentary evidence mentioned above.

Signature of the applicant
[Full name & Designation of applicant]
Agency Name
Stamp_____
Date:
Place:

Annexure - 3

Financial Summary

Name of the Applicant Agency:

Turn-over, profit & loss and Net Worth accounts for last three years:

	Particulars	1st FY (2019-20) Rs. (In Lacs)	2nd FY (2020-21) Rs. (In Lacs)	3rd FY (2021-22) Rs. (In Lacs)	Average Annual Turnover Rs. (In Lacs)
		A	**B**	**C**	**(A+B+C)/3**
1.	**Annual Turnover**				
2.	**Profit & Loss Account**				
3.	**Net Worth**				

Table 5

● Above mentioned statement should be certified by a certified Chartered Accountant.

Signature of the applicant
[Full name & Designation of applicant]
Agency Name
Stamp_____
Date:
Place:

Annexure - 4
Details of Type of Content intended for development
(Applicable for First Category)

EoI Number: EdCIL/DES/EoI/2022-23/005

Subject: Service providers for development of E-Learning Content

Provide consent for the corresponding content type that agency is willing to provide.

S. No	Content Type	Consent (Yes/No)
1.	Animated Video Module/2D content	
2.	Gamified Learning Content	
3.	Virtual Labs/Experiments	
4.	Augmented reality (AR) Content	
5.	Virtual Reality (VR) Content	
6.	Immersive/3D content	
7.	Accessible content for Students with disabilities	
8.	Video lectures/Byte sized videos	
9.	Simulations	
10.	Theoretical content	
11.	Digitized Academic Content	
12.	Assessments	
13.	Energized textbooks	
14.	H5P Content	

Table 6

Note: Agencies may only opt for categories wherein they have relevant experience in content development.

Annexure - 5
Details of areas intended for Capacity Building/Training
(Applicable for Second Category)

EoI Number: EdCIL/DES/EoI/2022-23/005

Subject: Service providers for capacity building/training

Provide consent for the corresponding content type that agency is willing to provide.

S. No	Content Type	Consent(Yes/No)
1.	Animated Video Module/2D content	
2.	Gamified Learning Content	
3.	Virtual Labs/Experiments	
4.	Augmented reality (AR) Content	
5.	Virtual Reality (VR) Content	
6.	Immersive/3D content	
7.	Accessible content for Students with disabilities	
8.	Video lectures/Byte sized videos	
9.	Simulations	
10.	Theoretical content	
11.	Digitized Academic Content	
12.	Assessments	
13.	Energized textbooks	
14.	H5P Content	

Table 7

Note: Agencies may only opt for categories wherein they have relevant experience in capacity building/ training.

Annexure – 6

Experience In Related Projects

S.No.	Item	Agency Response
1.	Name of Client	
2.	Assignment Name	
3.	Country	
4.	Contact Details (Contact name, Address & Tel No.) of Client	
6.	Tools and technologies used	
7.	Approx. Value of Contract	
8.	Duration of Assignment	
9.	Award Date (Month/ Year)	
10.	Completion Date (Month/ year)	
11.	Narrative description of the Project	
12.	Provide web link of content developed / solution (along with demo credentials wherever necessary)	
13.	Documentary evidence attached ● Copy of the Work order and ● Copy of relevant TDS certificate related to the payment against the said work order or A self-certified statement listing out TDS Certificate Number, Period of TDS, and amount of TDS relevant to the work order stated above. ● Completion/Deployment certificate from client	

Table 8

Note: Agencies are requested to use additional sheets for individual assignments

Signature of the applicant
[Full name & Designation of applicant]
Agency Name
Stamp_____
Date:
Place:

Annexure – 7

Pre-Bid Query Format

Pre-bid queries should be submitted in .XLS and Word format.

EoI Description	Expression of Interest (EOI) For Empanelment of agencies for development of e-learning content and for capacity building.			
EoI No.	EdCIL/DES/EoI/2022-23/005			
Organization Name				
Address				
Contact Person				
Contact No.				
Official E-Mail Id				
S.No.	Section No.	Page No.	Clause as per EoI	Clarification Sought

Table 9

Annexure-8

Undertaking for Plagiarism

To,
Chief General Manager (DES)
EdCIL (India) Limited, 18 A, Sector-16A, Noida-201301

Certificate of Originality

This is to certify, that the content submitted is an outcome of an independent search and original work. The content is free from any plagiarism and has not been submitted elsewhere for publication.

Signature of the applicant
[Full name & Designation of applicant]
Agency Name
Stamp_____
Date:
Place:

Annexure -9

Regional Languages

List of Regional Language that includes but is not limited to:

1. Assamese
2. Bengali
3. Bodo
4. Dogri
5. Guajarati
6. Kannada
7. Kashmiri
8. Konkani
9. Malayalam
10. Maithili
11. Marathi
12. Manipuri
13. Nepali
14. Odia
15. Punjabi
16. Sanskrit
17. Santali
18. Sindhi
19. Tamil
20. Telugu
21. Urdu
22. English
23. Hindi