

National Institute of Urban Affairs

1 Floor, Core 4B India Habitat Centre

Lodhi Road, New Delhi –110003

Dated: 10.05.2023

Request for proposal of agencies to prepare E-Learning modules under the Sustainable Cities Integrated Approach Pilot (SCIAP) Project Reply to Pre-Bid Queries

S. No.	RFP Clause	Description as per RFP	Pre-bid queries	Replies/Remarks
1	General Query		Will the presenter/ Artist be provided by the department? If yes how many hours they will be able to give us on a daily basis?	Yes, the instructor for audio-video recording will be provided by the NIUA team. Twice a week, in-person coordination or meeting can be provided. On-call coordination can be done at any time during office working hours (9:30 Am -6:00 Pm: Mon - Friday)
2	General Query		Please share the sample video/comp package to set the benchmark of the quality expected from our side.	There is no such benchmark video that can be shared.
3	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	Do the modules need to be prepared in a single language or in a bilingual language?	The module needs to be prepared in a single language- English.
4	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	What should be the subtitle language for the video that needs to be developed by us is it in English or Hindi?	Subtitles in Hindi have to be provided.
5	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	If the video is prepared in Hindi then should the subtitling be in English and If the video is prepared in English then should the subtitling be in Hindi?	The module needs to be prepared in a single language- English and Hindi as a subtitle language.

6	Technical evaluation criteria-point 2B	<p>The agency must have created digital educational modules or courses for government agencies and/or multinational corporations in the last five years.</p> <p>The marks will be awarded as under:</p> <table border="1" data-bbox="506 357 1048 539"> <thead> <tr> <th>No. of modules or courses</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>1-5 module</td> <td>10</td> </tr> <tr> <td>6-10 modules</td> <td>15</td> </tr> <tr> <td>11 modules or more</td> <td>20</td> </tr> </tbody> </table>	No. of modules or courses	Marks	1-5 module	10	6-10 modules	15	11 modules or more	20	<p>In the eligibility criteria in point 2 B, it is mentioned the agency must have created digital educational modules or courses for government agencies and/or multinational corporations in the last five years, will the educational video that we have created for different departments will be considered in this point and given full marks?</p>	<p>Yes, it will be considered.</p>
No. of modules or courses	Marks											
1-5 module	10											
6-10 modules	15											
11 modules or more	20											
7	Technical evaluation criteria-point 4B	<p>Two Sample Videos relevant to the required themes</p>	<p>In the eligibility criteria in point 4 it is mentioned, Two Sample Videos are relevant to the required themes, if we have one single sample video of similar nature and other videos which is equivalent in nature will that be considered and given full marks?</p>	<p>Due consideration will be given if the agency has similar videos.</p>								
8	Evaluation and Qualification Criteria, Section-2 hiring process, last paragraph	<p>The Agency shall be selected under the selection method based on Fixed Budget Selection (FBS). The amount is fixed at Rs.3,00,000 per hour (inclusive of all taxes).</p>	<p>We presume that the amount of Rs.3,00,000 per hour is exclusive of GST and GST will be paid additionally by NIUA. Please confirm that same.</p>	<p>The amount of Rs. 3,00,000 per hour is inclusive of all taxes.</p>								
9	General Query		<p>We have extensive experience in developing digital modules of iGOT platform. However, we are not aware of what platform the National Urban Learning Platform (NULP). Request you kindly share the details of the NULP. We presume SCORM files will be accepted for the NULP. Please confirm.</p>	<p>National Urban Learning Platform (NULP) only supports video (mp4, webm), HTML zip, ECML (created using the inbuilt content editor on NULP), EPUB, H5P and pdf.</p>								
10	General Query		<p>1. Is the sample video to be created for this tender or can we share/submit any</p>	<p>1. You can submit your best sample video created for the client.</p>								

			<p>sample videos created for other clients?</p> <p>2. What should be the duration of the sample videos?</p> <p>3. If the sample video is to be created, request you to kindly share the content for developing the sample video.</p>	<p>2. The duration of the sample video can be between 2-5 minutes.</p> <p>3. You can share the sample videos created for your clients in the past.</p>
11	Section 5- Scope of work, point e	Having its own's recording studio would be an added advantage in Delhi /NCR.	<p>We would like to understand why a studio is required only in Delhi. We have our state-of-the-art development centre in Hyderabad and tie-ups with studios. We have also developed digital learning modules for a number of Govt. Ministries and Departments from our development centre in Hyderabad.</p> <p>We request that the selected bidder be allowed to use the studio of their choice irrespective of the location/city</p>	The instructor from NIUA will be required to visit the studio as and when required. The bidder has to make necessary arrangements for a recording studio in Delhi/NCR.
12	General Query		<p>Our understanding is that the Audio Video recording of the instructor will be provided by NIUA. Please confirm the same.</p> <p>In case the video shooting is required to be done by the bidder, then please let us know the location/city where the video shooting is to be done and how many days of video shooting will be required.</p>	<p>The Audio-Video recording of the instructor will not be provided by the NIUA.</p> <p>The location for video shooting/recording will be in Delhi NCR only. The bidder can suggest the number of days required for each module/unit for the recording.</p>
13	General Query		Due to the COVID-related impact, we had to close our Delhi office. However, we can open an office / place a senior representative in Delhi for day-to-day coordination with NIUA, if we are awarded the contract. We can submit a declaration for the same in our technical	It is preferable if the agency has an office in Delhi NCR for easy in-person coordination and for in-person video recording at the studio.

			<p>proposal. Kindly confirm that the same is acceptable.</p> <p>The payment schedule is not provided. Request you to kindly provide the same. Alternatively, we can propose our payment terms in our technical proposal</p>	The payment schedule is provided under section-8 (Payment schedule and conditions)
14	Section-5 point b, Section-8, Payment schedule and Conditions		We understand that the requirement of the project is to develop multiple E-Learning components for each module which are not limited to videos, it would have scenarios and interactive simulations, questions, graded assessments, additional links, etc also. So, how is the duration of content calculated?	The duration of the components/ units depends upon the content and the topics to be covered under certain units. The maximum duration for each unit is kept at a maximum of 12 minutes due to the constraints of uploading the module on the Igot platform. If the duration exceeds more than 12 minutes, then it will be divided into parts.
15	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	Does the Scope involve development in 2 languages? Hindi/English?	The module needs to be prepared in a single language (English). Hindi will be the subtitled language for the modules.
16	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	What would be the first base version of eLearning development? English or Hindi?	The English language only.
17	Section-5 point c	To provide subtitles (English/Hindi), music, in-person studio recording, visuals, and graphics/animations as per the need of the modules.	Does the scope holds development in two languages or just add the subtitle for additional language?	The scope holds the development of the module in the English language only. The subtitle will be in Hindi language.

Director,
National Institute of Urban Affairs
Core 4B, 01st Floor, India Habitat Centre
Lodhi Road, New Delhi – 110003