

Frequently Asked Questions (FAQs)

S.No	Page No & Clause No	Tender Clause	QUERY	CIPET Response
1	Page No: 8 Clause: Annexure 1 (a)	The designated faculty members of CIPET across the country will prepare the basic course contents in the form of power point presentations. These presentations must be converted into learning modules by recording videos of the faculty presenting them.	<ol style="list-style-type: none"> 1. How the recording of faculty presentation to be captured. It is using desktop capture software or using virtual collaboration tool. 2. Does CIPET provide the required systems such as camera, Mic and laptops? 3. Does vendor need to go to each and every faculty to record videos? Or faculty will come to vendor studio for recording? Or CIPET will record video and share with vendor 	<ol style="list-style-type: none"> 1. The recording has to be done through high definition videography, preferably in a studio so that no voice disturbances are observed. Similarly, for Laboratory classes live videography has to be done in shop floor or laboratory of the designated CIPET centre. 2. CIPET won't provide any facilitation like Mic, camera, Laptop etc. 3. The vendor has to reach to the faculty site. CIPET will not provide the recordings.
2	Page No: 8 Clause: Annexure 1 (a)	The presentation will be enhanced by creation of videos/animations or clips as per requirements.	<ol style="list-style-type: none"> 1. Please clarify on this point. Who's responsibility to enhance the presentation? is it Faculty or by the vendor? 2. All 1000 hrs of e-modules will be video based only? If not please specify level of e-content. 	<ol style="list-style-type: none"> 1. The faculty will give only the ideas and the vendor has to create the animations or short video clips to supplement the course content provided by faculty. 2. All the e-modules will be video based.
3	Page No: 8 Clause: Annexure 1 (b)	The content must have provision of feedback of the trainee interactive live session and online chat.	This point is not clear. Please clarify in detail in terms of what the institution need to achieve of having this features.	The platform must have provision of live online chatting of students during sessions. Also, at the end of session there should be provision so that feedback of the students on the session can be taken online.

4	Page No: 8	The learning modules developed thus shall be hosted on suitable platform.	<ol style="list-style-type: none"> 1. Platform hosting on cloud or on-premise of CIPET? If on cloud are only Meity registered cloud providers are acceptable or any cloud provider? 2. Cloud charges would be responsibility Vendor? 	<ol style="list-style-type: none"> 1. Meity registered cloud providers are only acceptable. 2. Yes Cloud charges will be responsibility of vendor for the entire contract period.
5	Page No: 8 Clause: Annexure 1 (d)	The software/app developed will have a provision of capturing the photo of the user at regular intervals to ensure that no other person is attending the online course or appearing in the online test.	<ol style="list-style-type: none"> 1. This is possible by having proctoring solution. Please clarify on how many online test have to be proctored during the contract period 	<ol style="list-style-type: none"> 1. Normally at the end of a module one online test will be taken to judge the understanding of the trainees in the particular module.
6	Page No: 8 Clause: Annexure 1 (e)	The provision of multiple users accessibility to online videos and lecture sessions have to be ensured with virtual class rooms.	<ol style="list-style-type: none"> 1. How many users are required to be simultaneously connected in a virtual classroom session? 2. Online videos can be given as link in Virtual classroom session. Please confirm is this is okay. 	<ol style="list-style-type: none"> 1. Normally the students of one centre of individual course need to be connected to the virtual classroom of about 300 Nos. 2. Yes online videos can be given as a link during the live classroom sessions.
7	Page No: 8 Clause: Annexure 1 (g)	The platform should be able to send WhatsApp/SMS to the students prior to class schedule.	<ol style="list-style-type: none"> 1. Please clarify on the class schedule, is it online virtual class room or the regular class schedule? 	<ol style="list-style-type: none"> 1. It pertains to online virtual sessions for the courses hosted on the online platform.
8	Page No: 9 Clause: Annexure 1 (j)	The tool for assessing the effectiveness of online classes has also to be designed and developed.	<ol style="list-style-type: none"> 1. Please provide more information on how the effectiveness of the online class to be measures. Please provide some examples. 	<ol style="list-style-type: none"> 1. It simply pertains to online examination at the end of the module. The exam may be MCQs or short answer type questions which the person will have to take up within stipulated time frame. The platform should be able to provide the results at the end of the online exam and evaluation of the papers by the faculty should be possible.

9	Page No. 9	The online module has to be developed in one month time from the date of award of the contract to the agency.	Do you mean development of 1000 hours of content in 1 month? if yes how can one vendor developed 1000 hrs in 1 month.	Given the current conditions and urgency for getting the contents delivered to the students at the earliest we would like to have the contents online at the earliest. You may give your tentative time frame in your tender document and inform us how much of the content can be developed by you in one month.
10	Page No. 9	The online learning module will be hosted by the agency on suitable platform on behalf of CIPET. The agency will also provide technical support in updating/maintaining the modules initially for a period of two years and then train CIPET technical team for further updating or addition of modules.	We understand that vendor need to provide online platform to deliver courses only for 2 years. Please confirm	Initially we are focusing for two years. The platform has to be transferred to CIPET after the end of the contract period and CIPET may at that time run it on its own or hire agency for the same.
11	Page No: 11 Clause: Annexure III	LIST OF SUBJECTS, STUDENT STRENGTH & CONTACT CLASS DURATION (FIRST PHASE)	<ol style="list-style-type: none"> 1. How many students need to access the content at any given point in time? This is required to configure the platform. 2. Is the tentative classes required of 1 hr duration column refers to the online virtual classroom session. 3. Please provide information about the total hour of content to be recorded for each subject area. 4. Please share concurrency of users going to use online platform. Also mention total number of users going to use this platform 	<ol style="list-style-type: none"> 1. Already clarified at Query No.06 2. Yes the tentative recorded classes need to be of 1 hr duration. 3. The number of tentative contact classes is given for each subject in Annexure III.

QUERIES

1. For online courses, what are the shooting places? For the recording of lessons delivery by faculty, PPT's, additional visual inputs relating to different machinery, process demonstrations, graphics, charts etc. for the program inputs.

Ans: Most of the content will be shot at Chennai, Ahmedabad, Lucknow & Bhubhaneswar. The inputs will be given by the designated faculty wherever he/she is posted.

2. Whether hosting of lessons online is from Chennai or any other place?

Ans: Yes the hosting has to be done from Chennai.

3. Are lessons all hosted in "Swayam" platform of MHRD or on CIPET website?

Ans: The lessons have to be hosted in a separate platform linking them to our CIPET website.

4. Is the "template" of Swayam to be used for uploading or any other template has to be designed?

Ans: Separate template has to be designed for the same.

5. In your tender document (Annexure I, point no "q"), it is mentioned that "online module has to be developed in one month ...". Our query is whether 1000 modules (of 1 hr each) - is it possible to develop in one month with all creative and professional inputs? Our opinion is that it takes at least 10-15 months if few shooting and editing units are continuously working. Please clarify regarding this.

Ans: Given the current conditions and urgency for getting the contents delivered to the students at the earliest we would like to have the contents online at the earliest. You may give your tentative time frame in your tender document and inform us how much of the content can be developed by you in one month.