

**Call for Expression of Interest (EOI)**

For Shortlisting of

Agencies/Institutes

For

**Development of e-Learning modules for  
Mission Karmayogi as per iGOT  
framework**

**May 2023**



**Central Pollution Control Board  
(Ministry of Environment Forest and Climate Change)  
Parivesh Bhawan, East Arjun Nagar, Delhi- 110032**

**Central Pollution Control Board**  
**(Ministry of Environment, Forest & Climate Change)**  
**Parivesh Bhawan,**  
**East Arjun Nagar, Delhi-110032**

**EXPRESSION OF INTEREST**

The Central Pollution Control Board (CPCB) invites online Expression of Interest (EOI) for Development of e-Learning modules for Mission Karmayogi as per iGOT framework from interested agencies/institutes having experience and knowhow in providing such services.

The EOI Document can be downloaded from e-Portal (<https://eprocure.gov.in/eprocure/app>) as well as from the CPCB website [www.cpcb.nic.in](http://www.cpcb.nic.in) ([www.cpcb.nic.in](http://www.cpcb.nic.in)).

S. No.	Particular	Date	Time
1.	EOI Uploading Date	02/05/2023	1800 Hrs
2.	Pre-bid/ Clarification Meeting (Hybrid Mode)	08/05/2023	1500 Hrs
3.	EOI Submission Start From	11/05/2023	1700 Hrs
4.	EOI Submission Deadline	17/05/2023	1500 Hrs
5.	EOI opening on	18/05/2023	1500 Hrs

**(B Vinod Babu)**  
Director (Scientist-F)

## **Schedule I: Term of References (TOR)**

The Central Pollution Control Board intends to Develop E-learning Training Modules under Mission Karmayogi on identified topics through third party E-learning Content Developers. Details are as under:

### **Scope of Work:**

1. Development of E-learning Training Modules (Training Content) as per iGOT framework on the topics listed in Annexure I:
2. The content shall meet specific technical requirements to ensure compatibility with iGOT platform.
3. The Training content for each of the topic shall be divided into Modules and Further Sub-Modules to provide information to learners in bite sized enabling the learners to grasp it quickly and retain the same. Objective of the learning the Module/Sub-Module shall be clearly outlined at the start of learning process.
4. Question banks for each Module, Sub- Module and entire course shall be prepared which shall test the critical thinking of the learner to track and measure learner's performance.
5. The training content shall include learning material (through use of multimedia i.e. Videos/Animations with Voice overs, Posters etc) and evaluation sheets
6. The content shall be developed from scratch and process shall include planning, analysis, design, development and evaluation).
7. All the contents shall be agreed by CPCB at each step of project i.e. planning, analysis. Designing and development prior to finalisation.
8. The Training Content shall have story based learning which shall be by engaging micro learnings for contents, animations, videos, examples shall be provided.
9. Case studies (Real life scenario based examples) may also be provided for each topic and sub-topic, the same shall be provided preferably through Videos, simulations, animations.
10. All videos/animations/posters/presentation etc. (all type of Multimedia) shall be of professional quality.
11. The design of content and templates being used shall be as per requirement/guidelines of CPCB/iGOT karmayogi.
12. The finalised content shall be made available in English and amenable to requirements for use by differently abled persons as per Government of India.
13. The content should be web-optimized and playable on mobile.
14. Provide a clear project plan with modular milestones and deliverables in discussion with CPCB and regular updates of the same shall be provided.
15. The eLearning Content design should not include the use of tools and software that have dependency on the subscriptions for extracting source files or for any further modifications and should not have any copy write related issues
16. Once content is reviewed and finalized the production team will develop the content into the respective media – Animated Video (photographic, illustrated, demos), PDFs, PPTs, HTML5 etc and shall be complying with requirement of iGOT karmayogi platform.

17. The learning material will be the basic unit of Training content. The learning material can be MP4 videos, PDFs, PPTs, In-platform assessments.
18. The learning material can be shared interchangeably between modules/courses they must comply with shareable content object (SCO).

### **Content Requirements:**

1. Type of Learning Content:
  - a. It shall to include free flow web module content, Quizzes/question banks, Hand notes (Hands on), class diagram content.
  - b. It shall include MP4 videos with voice overs and integrated audio files wherever required.
  - c. It shall have embedded videos from youtube/vimeo or Web URL wherever required.
  - d. The draft training content shall be created and submitted for review to CPCB, and same shall be finalized after incorporating feedbacks received from CPCB.
  - e. The Modules/Sub-Modules shall be prepared after integrating multiple training contents and same shall be finalized after review of CPCB and incorporating feedbacks received on the same.
2. Training material tagging and formats.
  - a. Each training material shall be provided with a Title, description, learning objective, level of Complexity, duration.
  - b. The training materials shall be appropriately meta tagged and adequate keywords shall be used for enabling effective search.
  - c. The training materials shall provide the competencies that could be acquired learning it.
  - d. All the files/multimedia/documents created shall be in line with requirements of iGOT karmayogi platform.
  - e. The videos developed shall be minimum resolution 1248 X 702 (16:9) with MP4 encoded.
  - f. The bit rate of video < 500kbps and of maximum size of 200 mb.
3. iGOT Requirements:
  - a. The developed Content materials shall qualify the Content Quality Assessment which comprises of 08 sections (i.e. Mandatory; Sustainable Development; Instructional Methods; Assessment Design; Competencies & Skills; Learner Engagement; Diversity Inclusion and Learner Support).
  - b. The E-learning training Modules shall be designed as per the iGOT requirements as laid out in the Content Framework on iGOT Platform (<https://dopttrg.nic.in/igotmk/ImportantDocuments/Content%20Quality%20Framework.pdf>).

**Uploading on iGOT Karmayogi platform:**

The agency/institute shall provide full support to CPCB in uploading the developed E-learning Content on the iGOT Karmayogi platform.

**Schedule for Completion of Tasks**

The Contract period will be 180 days from award of work. However, the timeline for development of individual E-learning Modules shall be as per the Timeline specified in Annexure-I.

**Availability of the EOI Document**

The EOI Document shall be published on the eProcurement Portal/ website of CPCB 02/05/2023. It shall be available for download after the date and time of the start of availability till the deadline for availability as mentioned in EOI. Any query/ clarification regarding downloading EOI Document and uploading EOIs on the Portal may be addressed to their Help Desk on CPP portal. The EOI Document shall be published and available for download during the period mentioned in EOI. For any tender information / query may be sent to Ms Deepti Kapil, [deepti.cpcb@nic.in](mailto:deepti.cpcb@nic.in); (011-43102319)

**Award of Project**

The Institute/Agency identified after RFP may be awarded one or more of the identified topics as listed in Annexure-I for development of E-learning Training Modules.

**Rights Reserved:**

CPCB reserve the rights to partially or fully modify/cancel the Tender. Also, any typographical errors are subject to further corrections.

## **Schedule II: Instructions to Bidders & Eligibility Criteria**

### **Qualifying Requirements:**

The bidder has to meet the following criteria for validation of their bid.

1. The bidder should be a registered firm/company/partnership in India.
2. The bidder should not be black listed by any Central /State Government / Public Sector Undertaking in India.
3. The bidder must be working in the field of providing training/ development of training material for digital learning.
4. The bidder should have development atleast 03 e-learning modules in the relevant sectors (preferably in Environmental Law; Environmental Quality Monitoring; Water/Air; Environment; Ecology; Energy; Industrial Pollution etc during the preceding three (03) Years as on the date of EOI submission.
  - a. Single order valuing Rs 50 lacs (Rupees Fifty lacs only)

OR

- b. Two orders valuing Rs 40 lacs (Rupees Forty lacs only) each

OR

- c. Three orders valuing Rs 25 lacs (Rupees Twenty Five lacs only) each

5. The average annual turnover of the Bidder, in the preceding three (3) financial years as on the date of submission of EOI, should not be less than INR 50 Lakh (Fifty lakhs).

### **NOTE:**

1. While computing the turnover other income shall not be considered.
2. In case where audited results for the last financial year as on the date of EOI Submission are not available, the financial results certified by a practicing Chartered Accountant shall be considered acceptable. In case, Bidder is not able to submit the Certificate from practicing CA certifying its financial parameters, the audited results of three consecutive financial years preceding the last financial year shall be considered for evaluating the financial parameters.
3. In case of orders under execution, the value of work executed till the date of EOI Submission as certified by the Client shall be considered. However, work executed, should include development and delivery of e-learning course or modules.

### **Declaration of Shortlisted Consultancy Firms**

EOIs that succeed in the above evaluation shall be shortlisted. However, a short listing of Agency/Institute should not be construed as a contract for the proposed assignment. The name and address of the shortlisted Agency/Institute shall be

published in the procurement Portal and notice board/bulletin/website of the CPCB. All Agency/Institute(s) shall be advised about shortlisting of their EOIs or otherwise, without disclosing the comparative position of their EOIs with that of others.

**Publication of RFP following this EOI**

The CPCB shall publish a Request for Proposal (RFP) addressed exclusively to shortlisted Agency/Institute(s) for the following procurement process through the eProcurement Portal. CPCB may issue notification/ alerts to such Agency/Institute(s) but without any liability. It shall be the responsibility of such Agency/Institute(s) to be on the lookout for the RFP on the Portal. During the RFP process, CPCB reserves its right to elaborate further on the brief overview of the proposed procurement/scope of work, qualification Criteria and any other terms & conditions, even if these are at variance with this EOI Document. Shortlisted Agency/Institute(s) shall have no claim in this regard.

### **Schedule III: Forms and Formats**

The Institute/Agency shall submit the following Forms, duly completed:

Form 1. EOI Form (Covering Letter)

Form 2 Institute/Agency information and qualification

### **EOI Submission Format**

#### **Form 1: EOI Form (Covering Letter)**

(To be submitted with supporting documents, if any)

(On Institute/Agency Letter-head)

(Strike out alternative phrases not relevant to you)

Institute/Agency Reference No..... Date.....

Name .....

Address and Contact Details .....

To

The Member Secretary,

Central Pollution Control Board

Parivesh Bhawan, East Arjun Nagar, New Delhi

Ref: [Tender Reference Number]

Sir,

Having examined the abovementioned EOI Document, we, the undersigned, hereby submit/ upload our Expression of Interest (EOI) for the performance of Services in conformity with the said EOI Document.

*(Please tick appropriate boxes or strike out sentences/ phrases not applicable to you)*

1) About us: We ...[Name of Agency/Institute], hereby certify that, We are having required experience, past performance, personnel, and financial capability, with offices.

2) Our Eligibility and Qualifications to participate: We comply with all the eligibility criteria stipulated in this EOI Document, We fully meet the qualification criteria stipulated in this EOI Document, and the relevant details are submitted along with documents in Form 2.

3) Affirmation of terms and conditions of the EOI Document: We have understood the complete terms and conditions of the EOI Document. We accept and comply with



these terms and conditions without reservations, although we are not signing and submitting some of the sections of the EOI Document.

4) Abiding by the EOI Validity: We agree to keep our EOI valid for acceptance for a period upto [Date], as required in the EOI Document, or for a subsequently extended period, if any, agreed to by us.

5) Signatories: We confirm that we are duly authorized to submit this EOI and make commitments on behalf of the Institute/Agency. We acknowledge that our digital/digitised signature is valid and legally binding.

6) Rights of the CPCB to Reject EOI(s): We understand that you are not bound to accept any EOI you may receive against your above-referred EOI Document.

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of

[Name, address & Seal of Institute/Agency]

## Form 2 Institute/Agency information and qualification

(To be submitted as part of EOI)

(On Institute/Agency Letter-head)

(Strike out alternative phrases not relevant to you)

Institute/Agency Reference No..... Date.....

Name .....

Address and Contact Details .....

To

The Member Secretary,

Central Pollution Control Board

Parivesh Bhawan, East Arjun Nagar, New Delhi

Ref: [Tender Reference Number]

[Note to Institute/Agency: Furnish stipulated documents supporting the fulfilment of qualifying criteria. The list below is indicative only. You may attach more documents as required. Non-submission or incomplete submission of documents may lead to rejection of the EOI as nonresponsive. Also, highlight deviations from Qualification Criteria in this Form]

1. We are a registered firm/company/partnership in India. Supporting Documents Attached as Annexure-.....
2. We have not been black listed by any Central /State Government / Public Sector Undertaking in India.
3. We have been working in the field of providing training/ development of training material for digital learning for the last .... (Years)
4. We have average annual turnover of Rs. ...., (in words.....) in the preceding three (3) financial years as on the date of Submission of EOI. Authorized Certificates in this regard are attached as Annexure-.....
5. The details of e-learning modules in the relevant sectors (i.e. Environmental Law; Environmental Quality Monitoring; Water/Air; Environment; Ecology; Energy; Industrial Pollution etc) during the preceding three (03) Years as on the date of EOI submission are as under:

<u>S. No.</u>	<u>Name &amp; Address of Agency for</u>	<u>Name of Course</u>	<u>Cost of Project</u>	<u>Type of Course</u>	<u>Sector</u>	<u>Status as on Date</u>	<u>Link/ Material of Course</u>
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	<u>which</u> <u>Course</u> <u>Developed</u>			<u>(Digital/</u> <u>Offline)</u>			<u>developed</u> <u>attached</u> <u>with EOI</u>
1.							
2.							
3.							
4.							
5.							

.....

(Signature with date)

.....

(Name and designation)

Duly authorised to sign EOI for and on behalf of

.....

.....

[Name & address of Institute/Agency and seal of Company]

DA: As in above, as applicable

**Annexure-I**

**List of topics for preparation of e-learning Modules under Mission Karmayogi**

<b>S. No</b>	<b>Competency</b>		<b>Topic Proposed</b>	<b>Timeline</b>
A.	<b>Environmental Regulations</b>	1.	Role of State and Central governments under various Environmental regulations	01 Month
B.	<b>Wastewater Treatment</b>	2.	Zero Liquid Discharge (ZLD) in Textile Industry/CETP and Utilization of Recovered Salt in the Process	02 Months
		3.	Treatment of Sewage – Evolving technologies and Options	02 Months
		4.	Utilization of sewage - Case studies	02 Months
C.	<b>Resource Efficiency and Waste Management</b>	5.	Circular Economy - EPR in Plastic and E- Waste	1.5 Months
		6.	Circular Economy - EPR in Batteries and Tyres	1.5 Months
		7.	Circular Economy - EPR in ELVs and Used Oil	1.5 Months
		8.	Integrated solutions for Solid Waste management	1.5 Months
		9.	Industrial Hazardous Waste Management	1.5 Months
D.	<b>Control of Pollution</b>	10.	Introduction to Conduct Objective Specific Environmental Compliance Verification	1.5 months
		11.	Consent to Establish/ Operate under Water Act and Air Act	01 Months
		12.	Go-kashth Bhopal Model – Cow Dung Wood/Logs	02 months
		13.	Best Achievable Techniques in Textile Industries	02 Months
		14.	Pulp and Paper	02 Months
		15.	Best Achievable Techniques - Sugar and Distilleries	02 Months
		16.	Best Achievable Techniques - Tanneries	02 Months
		17.	Integrated Iron and Steel	02 Months
		18.	Dye and Dye intermediates	02 Months
19.	Environmental Management and Pollution Control in Cement Industries	02 Months		
E.	<b>Administrative</b>	20.	Introduction of CCS Conduct Rules	01 Month
F.	<b>Environmental Quality Monitoring</b>	21.	Monitoring and Testing of Water Quality parameters	02 Months
		22..	Monitoring and Testing of Air Quality parameters	02 Months

	23.	Preparations for Field Trip(s) for Sampling of Water/ Waste Water / Soil /Sediment for measurement of organic pollutants	01 Months
	24.	Preparations for Field Trip(s) for Sampling of water bodies and drains/Nalas	02 Months
	25.	Biomonitoring – A Biological Tool for Water Quality Assessment	02 Months
	26.	Simple methods of testing water in rivers and wells using kits	02 Months