



## NATIONAL PRODUCTIVITY COUNCIL

(Under Department of Industrial Policy & Promotion, Ministry of Commerce & Industry, Govt. of India)

### Notification for Empanelment of Subject Matter Experts for the development of E-Learning-Course(s) content

National Productivity Council of India (NPC) is an autonomous organization under Department for Promotion of Industry & Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India.

NPC seeks the services of renowned individuals / agencies/ firms for **Development of E-Learning-Course (Integration with LMS platform)** for hosting on NPC's Learning Management System (LMS) depending upon the requirement by its following disciplines:

1. Agri-business Services (AB)
2. Economics Services (ES)
3. Energy Management (EM)
4. Environment Management (EN)
5. Administration & Finance (A&F)
6. Human Resource Management (HRM)
7. Industrial Engineering (IE)
8. Information Technology (IT)
9. Technology Management (TM)
10. Training Services (TRG)

#### Indicative requirements for the E-Learning-Course Content

- Complete end to end development and regular updating of the text / audio / video content classified as academic resource.
- Content has to be provided in **Bilingual (English & Hindi)**, Audio / Video and/or Text format (PDF / HTML / MS- word / MS-PowerPoint etc.) or any other format as may be required.
- The Audio / Video content can be a mix of animations, PPTS with voice over or lecture by an expert, white board etc subject to the approval of NPC.
- Case study based approach in each module.
- Explanation of concepts using simple language with suitable graphics/images and relevant examples in each module.
- Assessments may also be provided at the end of the each module/ session with complete answers and explanations.
- Assessments need to be prepared in the form of MCQs with complete answers and explanations for different topics/concepts within chapters.
- Question Bank needs to be prepared for each module/ session.
- Questions in the form of MCQs/True or false with complete answers and explanations for different topics/concepts within each module.
- Questions should be both subjective and numerical type.
- Foot notes and hints should be available wherever necessary.

- Each module should contain summary with major takeaways.
- Coordinating and assisting to Integrate and update contents in NPC's Learning Management System.
- All the content developed/updated must be approved by NPC before finalization.
- The content should be highly interactive and engaging.

### **Eligibility Criteria**

- The Applicant must be an individual/ agency/ company/ firm registered in India.
- The Applicant should neither have been blacklisted and/or debarred by any Central/State Govt. Departments/PSUs/ Educational Institutions/Organization etc.
- The Applicant should have experience in conducting online training or elearning module preparation of more than three (03) years in related areas in Govt. Depts. / Educational Institutions / PSUs & Pvt. Sector etc.

### **Ownership and Copyrights**

- The material developed should not be plagiarized. No part of this material should be reproduced.
- The ownership and the copyright of the E-Learning-Course content, and all the modules submitted developed by the successfully selected Subject matter Expert will vest with NPC and same will be transferred to NPC free of cost with full IPR.

### **Other support requirement**

- Changes/enhancements in E-Learning Course Content due to any requirements to be implemented from time to time to meet the changes in the requirements during the implementation period.

### **How to Apply**

The Applicants fulfilling eligibility criteria may submit their complete details in prescribed Online Application Form for Empanelment of Subject Matter Experts for the development of E-Learning-Course(s) content, which is available on NPC Website.

### **Important Note:**

- NPC may issue a letter of empanelment based on the documents provided, reviewed and/or face to face interactions.
- Learning Management System (LMS) development is out of scope of this empanelment process.
- NPC reserves the right to reject any application based on review of documents submitted without assigning any reason thereof.

**Sd/-**

**Director (IT)  
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