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CENTRAL BOARD OF SECONDARY EDUCATION

(An autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)

Shiksha Sadan', 17- Rouse Avenue, New Delhi - 110002

CBSE/Acad./DS (A&F)/2012

Dt: 07.03.2012

NOTIFICATION

Clarification to the queries raised in the Pre –Bid Conference held on 02.03.12 at 10.00 a.m.

w.r.t. RFP on empanelment of agencies for “**Effective School Management and Leadership Programme**”.

S.No.	Query	CBSE's Clarification
1.	What is the no. of hours per day and medium of instruction?	<p>The Training Programmes shall ideally be of 6 hours per day. In a residential programme extended hours may be a better option for more interaction and sharing of ideas.</p> <p>The medium of instruction shall primarily be in English but the trainers may impart training in other language specially in Hindi depending upon the participants in that region. The training material may ideally be bilingual or multilingual.</p>
2.	Whether the bidder has to design one complete module as prototype as per technical compliance sheet (Sl. No. 14 Appendix 1)	<p>Yes, the bidders is expected to give design as a prototype for evaluation purpose.</p>
3.	Who will decide the venue and what criteria?	<p>The venue, logistics and others collateral requirement shall be responsibility of the agency as provided under clause 3.2 section 3 of the RFP. However, CBSE may facilitate for venue but the cost is to be borne by agency.</p>
4.	Are only “not for profit” organization eligible to participate in the bid.	<p>The RFP is open for both “ for profit” and “ not for profit” organizations.</p>
5.	Will the shortlisted agency	<p>The Board shall inform all the schools regarding empanelment of</p>

	be enlisted on Board website.	agencies through circular as well as notifying it on the Board's website.
6.	Does the agency require to submit the course material for the said training programme along with the bid or only outline of the course to be provided would be sufficient.	The agencies may submit the course material (if already available) or should submit the prototype for the Training Programme with outline of the course.

7.	Is consortium allowed?	Yes consortium is allowed to bid for the RFP.
8.	Will it be region / state specific for an empanelled agency or across the nation?	Each empanelled agency will be required to conduct atleast one training programme in all the eight regions of the Board.
9.	Will school & participation be allotted by the Board equally to all empanelled agency?	The Board will allot schools to each empanelled agency for the initial minimum one programme in each region of the Board.
10.	What will be the Training Batch size and locations?	The Training Programmes shall be of a group of 40-50 participants as mentioned in Clause 1.5.3 of the RFP and each empanelled agency will have to conduct atleast one Training Programme in each Region of the Board.
11.	Possibility of TNA, if yes ?	The Clause 1.5.3 of the RFP details the common minimum course content of Training Programme which allows for need based analysis as a Pre workshop module.
12.	How the fund will be released?	The agencies will have to co-ordinate with the schools for realization of training fees.
13.	Is possibility of Post training support & development of reference material?	Yes
14.	Who will be responsible for the marketing of the programme – CBSE or the agency?	The agency will have to market their programme. The Board's role shall be only to inform the school about the empanelment of the agencies through circulars, website etc.
15.	What will be the minimum number of programmes that will be allocated to an agency in a year?	Minimum one programme in each region of the Board has to be successfully completed by each empanelled agency.
16.	What is the proposed time period / life of the empanelled agency?	01 Year.
17.	Are there any restrictions/criteria about residential facilities to be provided to the delegates? (type of accommodation, basis for sharing etc.)	As the participants would be Principal/Vice Principal/Heads of Institutions as mentioned under clause 3.1 of the RFP, the agencies are expected to provide decent, dignified and hygienic residential facilities which is affordable as well.

18.	Who will hold the Intellectual Property Rights of the programme training module, materials, resources, case studies etc.	The IPR of the training module etc. shall be with the agency except in those cases where the material, module has been prepared in consultation / collaboration with CBSE.
19.	Is the certification at the end of the training to be done jointly by CBSE and the agency?	Certification will be done by the agency only.
20.	Will the programme be a single location programme for the agency? Who will decide on the venue of the programme	Ideally the programme should be a multiple locations but first eight programmes (one in each region of the Board) shall be allotted by Board.
21.	Will the agency be expected to deliver different training modules?	Agencies may develop different training modules as provided under clause 1.5.6 of the RFP.
22.	Who would be responsible for the selection of the delegates for the training programme?	The agencies will have to co-ordinate with schools for identification of delegates for the Training Programme.

23.	In case of consortium whose account would be considered for RFP?	The audited accounts of lead bidder of the consortium shall be considered.
24.	Who will bear the TA/DA of the participants?	TA/DA will be borne by the participants themselves.
25.	Should the rate quoted include the residential cost?	Yes, the rate quoted must include the residential cost in case of bidding for residential programmes.

Deputy. Secy. (A&F)