

Pre bid Queries- Development and Delivery of Multilingual Microlearning Videos under IGnITE II Project: Ref no. 10048944

S. No.	Clause	Queries	Response
1.	ToR – 2. 2.1 Task 1 – Review of Source Materials and Content Analysis	1. Are the content materials provided by IGnITE/GIZ considered the approved source content for the development of the videos? 2. Are these handbooks already approved and considered the latest versions? 3. If additional reference material needs to be identified by the Infoplus, what is the expected scope and approval process? 4. Should the Infoplus only transform the provided content into microlearning videos, or can it modify, restructure, consolidate or add content based on instructional requirements?	1. Yes, content provided by IGnITE is considered the approved source content. 2. Yes, the selected agency will be provided with the latest versions. 3. No additional reference materials need to be identified by the contractor. 4. The contractor primarily needs to transform the provided content into microlearning video but can recommend, in consultation with the IGnITE project team, any suggestions to improve the presentation by modifying, restructuring, and consolidating based on instructional design requirements or add content if needed, relevant and valuable.
2.	ToR – 2.1 Task 5 - Video Production, Internal Quality Assurance, Review and Revision	5. Are there any preferred video formats, such as animated explainer videos, 2D/3D animation, screen-based demonstrations, instructor-led videos, live-action videos, or a combination? 6. Are there any existing video templates, branding guidelines, or technical standards that we need to follow? 7. Can one source lesson be divided into multiple microlearning videos? 8. Are Assessments/Quiz elements required within the videos?	5. Indicative video formats are specified in section 2.3 of ToR. However, the contractor shall propose other more appropriate format for each topic during development of the Video Concept Framework as required. 6. No existing video templates will be provided, although some videos for reference can be provided if needed. As mentioned in section 2.4 of ToR, Branding guidelines will be provided by the IGnITE project team. Technical standards are

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			mentioned in section 2.3 of ToR although the contractor can recommend any other relevant specifications 7. Yes, as per suitability and confirmation from IGnITE project team. 8. Yes, wherever appropriate as recommended by the contractor and approved from IGnITE project team.
3.	ToR – 2.1 Task 3 – Development of Video Scripts, Storyboards, Visual Assets and Audio	9. Is human voice-over mandatory or is AI voice acceptable?	9. AI voice-over is acceptable if it is found to be equally effective or better than human voice-over
4.	ToR – 2.1 Task 4 – Technical Validation, Revision and Finalization	10. What is the expected turnaround time for corrections?	10. This can vary based on circumstances; however, the selected agency and project team will aim to work for the earliest closure on deliverables.
5.	ToR - 2.2 Indicative Scope	11. Will the 360 minutes be fixed, or can the final quantity change? 12. How many individual videos are expected? 13. What happens if additional videos/topics are requested?	11. As mentioned in section 2.2 of ToR, upto 360 mins videos are the expected deliverables. 12. Number of videos expected is not pre-determined but as mentioned in ToR, the expected total videos length will be up to 360 mins but each video duration will vary in the range of 3 to 6 mins, although longer or shorter durations may be used where pedagogically justified and as per project requirements. 13. There will be no additional videos/topics other than those mentioned in ToR.

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6.	ToR – 4.2 Expert 1 & 4.3 Expert 2	14. The required number of I.D. Experts and TVET Subject Matter Experts has not been specified. Could you please clarify the expected number of experts for each category?	14. Expected number for both these experts is 1 but contractor can keep and offer backstoppers if needed.
7.	ToR – 6. Requirements on the Format of the Proposal	15. Should the Technical Proposal be limited to 20 pages , inclusive of the resumes/CVs of all experts ?	15. The complete proposal must not exceed 20 pages (excluding CVs) as specified in ToR section 6
8.	ToR – 8. Intellectual Property and Use of Materials	16. Regarding the royalty-free content , could you please clarify whether the content developed/provided under this project can be reused elsewhere, or whether it is restricted to exclusive use for this project only ?	16. All the deliverables will be developed for the use of the project. All deliverables will be the property of GIZ, for use as per its discretion only.
9		17. Is LMS integration required?	17. No, LMS integration is not required.
10		18. Mobile Compatibility - (Any other requirement e.g - a) Mobile bandwidth (b)file size etc.). Technical specification only says: MP4, Full HD, 16:9, high-quality audio, subtitles.	18. The contractor can propose and recommend any other relevant technical specifications for mobile compatibilit.
11		19. The ToR does not clearly define whether IEXCEL has to create the below, please advise.	19. The contractor can recommend and incorporate any appropriate assessment format including MCQs and knowledge check after confirmation from IGnITE project team.
12		MCQs	
13		Knowledge checks	