

Expression of Interest

February 17 , 2023

Selection of Graphic Designing and Publishing House for the Project: Development of Teaching Resource Material for Earthquake Engineering Curriculum

1. Objective :

National Disaster Management Authority (NDMA), Government of India, has undertaken an initiative to develop teaching resource materials for topics that pertain to earthquake safety in the AICTE model curriculum for Bachelor's degree in Civil Engineering and Council of Architecture curriculum for Architecture. As a part of this project, the teaching resource material for Architecture Design Studio, Design of Steel Structures, Structural Dynamics & Earthquake Engineering, Earthquake Geotechnical Engineering, and Design of RC Structures have been developed.

The Resource material is developed for a total of 5 subjects. This resource material would be exhaustive with Notes, and include figures & tables, question banks and examples in textbook-type format along with PPTs for all 5 subjects. The Lecture Notes for five subjects need to be compiled in the form of a standard textbook. The PowerPoint Slides for all five subjects also needs to be re-formatted.

2. Scope of Work:

Inputs Provided by NDMA:

1. MS Word file/files for all chapters will be provided for all above mentioned subjects.
2. MS PowerPoint file/files for all lectures will be provided for all above mentioned subjects.

Details of Lecture Notes/ Textbooks:

- Design of Steel Structures: Total Number of pages- 520 Pages
- Structural Dynamics & Earthquake Engineering: Total Number of pages- 350 Pages
- Earthquake Geotechnical Engineering: Total Number of pages- 400 Pages
- Design of RC Structures: Total Number of pages – 50 Pages
- Architecture Design Studio: Total Number of pages- 300 Pages

Lecture Notes/ Textbooks

Activities:

1. Publisher should propose design template for the Notes/textbook including the cover and spine design, layout and formatting of the contents, etc. The design template should visually identify the books developed under this project as belonging to a series. The design should be visually appealing and reader-friendly.
2. Publisher should also suggest different components/modules of the standard textbook.

3. The Lecture Notes should be organized and formatted as per the design template.
4. All diagrams and figures that are hand-drawn or directly taken from the web or other textbooks must be redrawn.
5. Images & diagrams should be checked for prior copyright. The images and diagrams should be redrawn as per copyright requirements. If possible, the source of the photos will be provided. Where required, copyright permission for photographs and images should be obtained for including in the Lecture Notes. The payment for all the purchased images and diagrams will be made after their final approval by NDMA.
6. Based on review feedback, a few chapters of some subjects might need to be updated. The efforts towards these modifications should also be included.
7. A hyperlinked PDF textbook should be prepared for each subject. The PDF document should be with A4 page size.
8. The original publishing file (both clean and print marked versions) for each Note should be provided in a separate folder along with all digital images & diagrams. The original publishing files as well as its hyperlinked PDF should be provided to NDMA and IIT Bombay.
9. The Lecture Notes may need some modifications based on the final review and copyright considerations.
10. After the appointment, the agency is also expected to manage the process of getting ISBN numbers for all Resource Materials.
11. The agency should note that the IPR of all the final resource material belongs to the Lead Expert.

PowerPoint Slides

Inputs Provided by NDMA:

1. MS PowerPoint file/files for all lectures will be provided for all abovementioned subjects.
2. Most Figures, Images and Diagrams are common between the Notes and the PowerPoint slides. If new figures are used the same should be redrawn from copyright consideration.

Details of PowerPoint Slides:

- Design of Steel Structures: Total Number of PowerPoint Slides - 20 PowerPoint files with average 40 Slides each.
- Structural Dynamics & Earthquake Engineering: Total Number of PowerPoint Slides - 41 PowerPoint files with average 15 Slides each.
- Earthquake Geotechnical Engineering: Total Number of PowerPoint Slides - 23 PowerPoint files with average 70 Slides each.
- Design of RC Structures: Total Number of PowerPoint Slides - A total of 500 PowerPoint Slides.
- Architecture Design Studio: Total Number of PowerPoint Slides - 9 PowerPoint files with average 25 Slides each.

Activities:

1. Publisher should propose design template for the PowerPoint slides including the cover slide, layout and formatting of the contents, etc. All slides should be in 16:9 format. The design template should be the same for all subjects. The design should be visually appealing and viewer-friendly.
2. The content in PowerPoint Slides ppts should be organized and formatted.
3. All diagrams and figures that are hand-drawn or directly taken from the web or other textbooks must be redrawn.
4. Images & diagrams should be checked for prior copyright. The images and diagrams should be redrawn as per copyright requirements. If possible, the source of the photos will be provided. Where required, copyright permission for photographs and images should be obtained for including in the PowerPoint slides.
5. Based on review feedback, a few chapters of some subjects might need to be updated. The efforts towards these modifications should also be included.
6. A hyperlinked PDF textbook should be prepared for each module of each subject. The PDF document should be 16:9 format.
7. The original PowerPoint file for each subject should be provided in a separate folder along with all digital images & diagrams to NDMA and IIT Bombay.
8. Based on review feedback, a few slides of some subjects might need to be updated. The efforts towards these modifications should also be included.
9. The Lecture Notes may need some modifications based on the final review and copyright considerations.

Approach for Work

1. We recommend breaking down the project into phases. We recommend first completing the textbook-style Notes and thereafter the presentations.
2. All the work including editing and final approval from Lead Experts needs to be completed expeditiously.

3. Instruction to bidders:

a. Interested bidders shall submit EoI with documents as indicated in the table below and in given format (Annexure1) in a sealed envelope to Under Secretary (MP&P), NDMA, Block A1, Safdarjung Enclave, New Delhi 700029.

b. Please mention about previous such work done, time taken for the publishing work for each such project

c. Expression of Interest (EoI) to be submitted **by 27th February, 2023 from the date of the advertisement.**

d. For any clarification please contact 011- 26701896/1798

e. Please mention Email and phone number clearly

f. A self declaration shall be submitted that the publisher has not been blacklisted by any Government or PSU (Central/State).

g. Also mention about some current clients and projects

4. Terms and Conditions:

a. The published material shall not be used by the publisher for any kind of advertisement/commercial purpose. For any other use prior permission of NDMA should be taken.

b. The published material will be circulated by NDMA only for its own purpose.

c. Consent of Lead Author(s) of NDMA shall be taken before finalization of published material

d. All the work including editing and final approval from Lead Author(s) of NDMA needs to be completed expeditiously

d. NDMA reserves right to cancel this advertisement or modify it at any time.

5. Eligibility Criteria:

National Disaster Management Authority, Ministry of Home Affairs Invites Expression of Interest (EOI) from reputed graphic designing and printing agencies in India with appropriate expertise and experience in designing and printing for editing of developed resource material.

Interested publishers will be shortlisted based on following eligibility criteria:

Sl no	Minimum Criteria	Documents to be attached
1	Minimum Years of Experience in publishing - 5	Sales Tax/Central Excise/GST registration certificate
2	Minimum number of Engineering Text Books Published - 2	Copy/Link of books
3	Minimum Turnover - Cumulative financial turnover during last three years, ending 31st March 2022 shall be 1.2 crore	Copy of Annual Report/balance sheet
4	Accreditation- ISBN Registration	Self certified document
5	Graphics designing, printing facilities (Yes/No)	Self declaration

After short-listing of EoIs (based on criteria as mentioned above), NDMA will ask for Technical and Financial proposal from each.

Format for submission of EOI

1. Name of the Organization:
2. Address, Phone/Fax, E-mail:
3. Years of Establishment;
4. GST No:
5. Proof (Documentary evidence) for the following to be submitted:

Sl no	Minimum Criteria	Documents to be attached
1	Minimum Years of Experience in publishing - 5	Sales Tax/Central Excise/GST registration certificate
2	Minimum number of Engineering Text Books Published - 2	Copy/Link of books
3	Minimum Turnover - Cumulative financial turnover during last three years, ending 31st March 2022 shall be 1.2 crore	Copy of Annual Report/balance sheet
4	Accreditation- ISBN Registration	Self certified document
5	Graphics designing, printing facilities (Yes/No)	Self declaration

6. A self declaration shall be submitted that the publisher has not been blacklisted/debarred by any Government or PSU (Central/State).

7. A current list of the clients and brief description of the services performed by them.

Name of the client	Name of the Project	Sponsoring Authority of the Project	Cost of Project	Date of Awarding	Remarks

8. A brief write up about the publisher (Please mention about previous such work done, time taken for the publishing work for each such project)

Authorized Signatory