

Request for Proposal – Annex 5

**Proposal structure template**

The supplier should use this template to answer to the RfP. As well he can provide other documentation as support material.

# 1. Provider presentation

[The candicate supplier is aksed to present himself by illustrating areas of expertiese, potential area of collaboration with EIT Manufacturing education activities and Skills.move, references, examples of curated content (before vs after).]

# 2. Concept and methodology

[The paragraph is mainly focused on the curation activity, here the supplier describes his proposed approach and methodology in reworking the learning content. They must be coherent with the general requirements mentioned in the core document of the RfP and the peculiarities of the existing content.]

# 3. Used tools and objects

[The supplier presents the tools he intends to use in curating the content and provides some examples of objects, including the interactive objects, that will be included in the reviewed learning journey.]

# 4. Project plan and resources

[Detailed plan of the project and its process in accordance with the proposed methodology that the supplier intend to apply. The plan should take in consideration the requested milestones included in the core document of the RfP and, if needed, propose and motivate any discrepancies.]

# 5. Template review

[In case the supplier proposes the review and improvement of the current version of the nugget template, he details:

* Reasons why EIT Manufacturing should consider to review the template
* Proposed enhancements
* Recommendations on how to ensure an effective and easy adoption of the template by the authors]

# 6. Costs

[The supplier should fill in the table below by adding effort, prices and notes.

This portion can be delivered in excel format.]

## Curation activity

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **LP ID** | **Activity and sub-activity** | **Resources** | **Price €/day** | **Tot Price €** | **Notes** |
| xx | Learning Design |  |  |  |  |
|  | Graphics |  |  |  |  |
|  | Implementation of screens (detail number) |  |  |  |  |
|  | **tot** |  |  |  |  |

## Template set up

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity and sub-activity** | **Resources** | **Price €/day** | **Tot Price €** | **Notes** |
| Activity 1 |  |  |  |  |
| Activity 2 |  |  |  |  |
| … |  |  |  |  |
| **tot** |  |  |  |  |

## Quiz conversion

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity and sub-activity** | **Resources** | **Price €/day** | **Tot Price €** | **Notes** |
| Activity 1 |  |  |  |  |
| Activity 2 |  |  |  |  |
| … |  |  |  |  |
| **tot** |  |  |  |  |

## Template Review

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Activity and sub-activity** | **Resources** | **Price €/day** | **Tot Price** | **Notes** |
| Activity 1 |  |  |  |  |
| Activity 2 |  |  |  |  |
| … |  |  |  |  |
| **tot** |  |  |  |  |

# 7. Critical or not covered requirements

[The supplier should highlight here the requirements that, from his point of view, may make the solution inefficient and/or ineffective. As well, he has to list the task/requirements/featured not covered by proposed solution]

# 8. Input from EITM

[The supplier should list here the input information/material he expects to receive from EITM]