

Request for Proposal

Content curation in Skills.move

Paris, November 22nd, 2022

1. Context

EIT Manufacturing (KIC) is focused on promoting entrepreneurship, innovation, and education in the domain of Manufacturing. EIT Manufacturing brings together leading organisations along the entire value chain from smaller companies to larger industry, excellent academic and research institutions, as well as public sector organisations, to promote the transformation of manufacturing towards the digital economy, towards the circular economy and the decarbonization of industry, by removing barriers to innovation, promoting talent and education, leveraging enabling technologies and exploiting big-data.

Among Europe it exists 8 other KICs with the one we can participate to lead the action and create services across Europe and improve the competitiveness of European companies.

EIT Manufacturing is an association under the law 1901 of France created in 2019 and looking for purchasing the service of a supplier as described below.

2. Description

2.1 Introduction and purpose of the collaboration

Skills.move is the digital learning platform of EIT Manufacturing and it's a Moodle based solution.

As for now, all the learning content hosted in Skills.move was developed by the EIT Manufacturing community through projects funded by EIT Manufacturing itself. The community is made by small and medium companies, corporates, research centres, universities and associations, based across Europe, all acting in the manufacturing industry. The authors, as well, are heterogeneous for business, background and culture (professionals, professors, managers, researchers, phd) and not always expert in the creation of digital learning content. They usually are subject matter expert and sometime very expert in teaching in front of a large audience, but in often they don't have experience in creating content adequate for being consumed asynchronously, in a digital learning platform.

This results in heterogeneous content, sometime nor appealing neither.

The scope of this bid is identifying a Supplier who will be in charge for reviewing and curating the content included in a set of identified existing courses.

2.2 About Skills.move

Skills.move is the EIT Manufacturing learning platform. It helps innovation & entrepreneurship education and the manufacturing industry to upskill-reskill its current and future workforce by providing tailored learning experiences and avoiding big investments in terms of time and money.

2.2.1 Differentiating elements

Skills.move has been co-designed with the manufacturing community for the manufacturing community.



Why Skills.move?

- 
Topics identified by the manufacturing industry for the manufacturing workforce
- 
Learning content developed in partnerships of academia and industry
- 
Certificates of Completions recognised by leading organisations
- 
Hands-on activities to get valuable insights and skills by "doing"

In line with real industry needs & experience

The content is and will be tailored based on real-life industry needs, which has been identified in collaboration with the industry, research and education. Indeed, all content is coherent with the EIT Manufacturing flagships:

- Flexible Production Systems for Competitive Manufacturing
- Low Environmental Footprint Systems & Circular Economy for Green Manufacturing
- Digital & Collaborative Solutions for Innovative Manufacturing Ecosystems
- Human-machine co-working for socially sustainable manufacturing

Platform with 100% manufacturing industry focus

Skills.move aims to be recognized as the leading learning platform for the manufacturing industry in Europe. Within the wide landscape of learning platform currently on the market, EIT Manufacturing decides to differentiate Skills.move from the competition by answering the needs of the manufacturing industry both in terms of content and concerning the features.

Engaging - hands-on modules

Learners experience active and engaging learning content including tasks, hands-on activities, Virtual Reality, Augmented Reality and gamification. Skills.move enables and is integrated with Teaching and Learning Factories so that participants can learn based on experiences, in a hands-on fashion.

Skills and competencies driven learning experience

The architecture of the platform guarantee a learner centric approach, indeed the student develop skills and competencies by consuming nuggets and learning paths.

2.2.2 Target

For whom?

Workers



Managers



Professors



Students



Learners

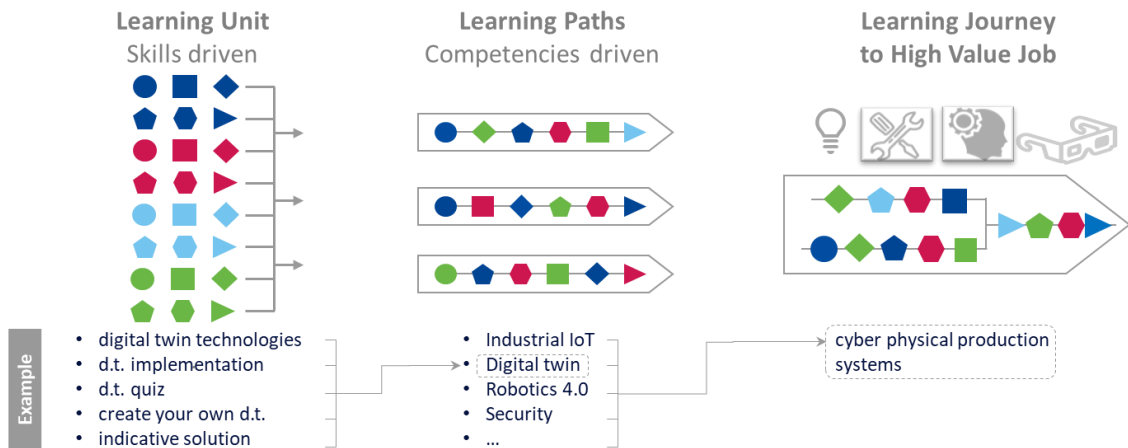
Both the current and the future manufacturing workshop may find intering training opportunities in Skills.move. The content is designed and categorized to address pupils, students, blue and white collars according to their respective level of knowledge in each of the topic of interest.

Trainer

Skills.move aims, as well, to be a ready-to-be-used tool for teachers, professors and manager leading an upskilling or reskilling training path for a group of people – for instance HR manager, business manager or training agencies. Skills.move offers to these personas a set of functionalities allowing the management of the learners' experience and the monitoring of their progress and results.

2.2.3 Architecture

Skills.move is structured as illustrated in the picture here below. The main learning units are called nuggets and aggregated together they conform learning paths. At the same time the combinatio of several learning paths create a learning journey.



Learning Nugget

Nuggets (learning units) are self-contained learning elements composed by different kind of didactic media like videos, text, images, animations, AR/VR sessions and learning assessments to achieve and to verify desired competencies or skills.

Nuggets are by definition short learning content with a maximum duration of 30 minutes (recommended 10-15 minutes) in order to engage learners.

Each learning nugget can be consumed as stand alone lesson, it should address at least one skill and have well defined learning outcomes that should be measurable.

Moreover, learning nuggets should be interactive and appealing for the learners, for this reason they should be developed keeping in mind that they're digital learning content to be delivered asynchronously.

There are 4 different types of nuggets:

- Information: small elements of one or more pages that present learning content in a didactical way. They are used to get the competence level "knowledge"
- Set-up: Describe a commissioning/setup procedure of a specific hardware or software. Setup nuggets have no learning goals
- Task: learning elements that serve to acquire the competence components "knowledge" and "skill". These contain a didactical concept (e.g., leading text method, model of complete action) and a practical task or experiment. Task nuggets could include links to all other types of nuggets (especially info nuggets)
- Question: learning elements that serve to challenge or assess and thus reflect and strengthen knowledge. Question nuggets can be integrated in task nuggets for self-check of the learning success or be integrated in quizzes to assess the achievement of the expected learning outcomes.

Three or more nuggets can be aggregated in order to create a learning path.

Learning Path

The aggregation of three or more learning nuggets allows to create competency-oriented learning paths. Each learning path must: address at least one competency and have well defined overarching learning outcomes.

A learning path must end with a question nugget with the aim of assessing whether the learner achieved or not the experienced competencies strictly related to the outlined learning outcomes.

The successful completion of a learning path leads to the release of a certificate for the learner.

Note that learning paths can include nuggets developed by other projects in previous years or during the running year.

3. Requirements and Deliverables

3.1 Scope of the RfP

The objective of the initiative is reviewing some existing Learning Paths (LPs) and nuggets with the aim of getting consistent and engaging learning content in Skills.move. Here following some general requirements, we kindly ask the supplier to follow.

The LPs and the nuggets included in the scope of this RfP are detailed in the paragraph 3.3.

In general terms the requested activities are three:

Curation on nuggets created in Skills.move, included in some LPs, currently created by using page, file, h5p activities in Moodle.

- The reworked training content is interactive and engaging
- Reviewed content is easy to access and navigate both from desktop and mobile
- The different courses (nuggets) include different type of elements, objects and media
- The content is developed in Skills.move, avoiding content migration and usage of SCORM packages. This is to assure high level of maintainability to the material
- The learning journey within one single nugget can be improved, but the content can't be moved from one nugget to another among the LP. Indeed the author of each nugget has the ownership of the IP included in the specific nugget
- The curated version of each nugget is created using the existing Nugget template. As an alternative option, the supplier may propose an improved version of that template. In this case it's important that the new template version would easily be used by authors for the development of new nuggets in Skills.move
- Restyling of existing content can be considered as an option for improving the learners' experience (eg. plain text and image combined in an interactive object)
- Graphical work may be included, if needed, for visual support material and interactive elements
- No new videos should be created

- Contacting the authors is recommended, taking also the opportunity to check rather minor portions of the content may need an update (eg. link not working, new data for one table).

Template set up on content that was created before the development of the current nugget template

- Some Learning Paths are composed by nuggets including only SCORM and videos activity. In this case the request is adding an initial and an ending nugget to the LP. The two newly created nuggets are coherent with the template and respectively include an introduction (description, topics and learning outcomes, authors' info) and outro (summary, further materials – if any) based on the content included in the LP. No images/screenshot from the existing nuggets can be used (because of potential IP issues)
- In some cases the request is including the current content of the nuggets in the template, without curating the learning content itself or implementing small improvements (eg. add some interactions in the video).

Convert quiz uploaded as SCORM into quiz activity

- Some question nuggets are composed by a unique SCORM activity including questions. In this case the request is coping these questions into a Quiz activity
- The value of each question is set equal to one and the grade to pass is set to 60%.

The supplier is not requested for traveling; meetings will be held online.

The intellectual property of the reworked learning content remains of the original owner. In other terms the curation or review of the selected courses doesn't influence the current status of the ownership.

The Intellectual Property of the newly created nuggets (intro and outro of LPs, part of the Template set up activity) is of EIT Manufacturing.

3.2 Annexes

In addition to this main RfP document, EIT Manufacturing provides other important information included in:

- Annex 2: Quality check checklist
EIT Manufacturing runs a quality check on the content created by authors before publishing it in Skills.move. The final step of the process is guided by the checklist included in this annex and that should guide also the development of the reviewed content
- Annex 3: Skills.move brandbook
Look and feel and style of the reviewed content should be coherent with the colour palette and indication included here
- Annex 4: EIT Manufacturing brandbook
- Annex 5: Proposal template

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

- Annex 6: NDA
The supplier is asked to sign this Non-Disclosure Agreement before asking to access the content in Skills.move
- Annex 1: Appendix to the NDA
- Annex 7: relation LP – nugget
The excel provides the details about which nuggets are included in each LP.

3.3 Selected courses

The supplier willing to submit a proposal is asked to:

- create an account in Skills.move www.skillsmove.eu
- sign the NDA, annex 6
- write an email to linda.ferro@eitmanufacturing.eu to inform about his interest in the bid. Object of the email: *“content curation bid_NDA and access to Skills.move”*
- share, in the same email, the signed NDA.

EIT Manufacturing will then proceed with enabling the access to the selected learning content and to the current version of the nugget template.

Here following the nuggets and LPs selected for each of the 3 activities:

Curation

LP ID	LP Title	Requested activity
188	AMagine	curation
251	Data Analytics and Machine Learning for Manufacturing: fundamentals (part 1)	curation
272	Data Analytics and Machine Learning for Manufacturing: fundamentals (part 2)	curation
206	Workshop - an introduction into polymer 3D printing	curation
271	Design The Future with Additive Manufacturing	curation
237	Energy and Resource Efficiency for Manufacturing	curation
322	Grinding machine - Machine setup, basic	curation on info nuggets only
347	EDM Machine - Setup Machine	curation on info nuggets only
393	Additive Manufacturing for light weighting	curation
394	High Pressure Die Casting	curation
243	Product and services business design	curation
317	Industrial Robotics	curation

235	Welding and Robots	curation
246	Tools and technologies for manufacturing: robots	curation
247	Wearable devices	curation
297	Personalized products design through digital fabrication	curation
342	Of Robots and Cobots	curation

The detail about which nuggets are included in each LP is provided in the Annex 7.

Question nuggets included in LPs are not to be curated or converted as they already are in quiz activity format.

Template set up

ID	LP title	Requested activity
211	Advanced Augmented Reality	Add intro and outro with template
212	Augmented Reality Content Management System	Add intro and outro with template
229	ProAR X TUW: Augmented Reality Basics	Add intro and outro with template
230	ProAR X TUW: Augmented Reality Training	Add intro and outro with template
353	Introduction to AI for Manufacturing	template + interaction on video
354	Data analytics of AI for Manufacturing	template + interaction on video
355	Machine learning of AI for Manufacturing	template + interaction on video
356	Deep learning of AI for Manufacturing	template + interaction on video
357	Control and decision Making of AI for Manufacturing	template + interaction on video
100	Digital Twins for Manufacturing	template + interaction on video
183	Automated Guided Vehicles for Manufacturing	template + interaction on video
239	Vertical Integration for Manufacturing	template + interaction on video
387	AM Process & Simulation Basics	Template on nuggets
388	AM Design Optimization with Simulation	Template on nuggets
389	AM Process Parameter Simulation	Template on nuggets
390	AM Distortion Simulation	Template on nuggets
227	Cyberphysical Systems and Internet of Things	template + interaction on video
444	Industrial robotics	template + interaction on video
290	Entrepreneurship and Innovation	template + interaction on video

Convert quiz

Nugget ID	Nugget title
168	What are Cyber-Physical Production Systems?
195	Questions on Machine Learning
693	Artificial Intelligence (AI) Basics Test
704	Implementation of Artificial Intelligence (AI)
711	Test Artificial Intelligence (AI)
721	Summary Test Artificial Intelligence (AI)

4. Timeline

The indicative timeline for the call for proposals is as follows:

Activity	Responsible	Date
RFP opening	EIT Manufacturing	November 22 nd , 2022
Offer submission	Supplier	December 1 st , 2022
Evaluation and notification of award	EIT Manufacturing	December 13 th , 2022
Contract signature	EIT Manufacturing & selected supplier	December 19 th , 2022
Project start (Kick off meeting)	EIT Manufacturing & selected supplier	December 19 th , 2022
Progress meeting	EIT Manufacturing & selected supplier	December 29 th , 2022
Project closure	EIT Manufacturing & selected supplier	To be agreed

The above mentioned “Progress meeting” will focus on the following activities:

1. Learning journey of the LPs and how the supplier intends to review the learning content – for the curation activity
2. Set up of the template
3. Conversion from SCORM into quiz activities of the question nuggets
4. Review of the template, if applicable.

Once the learning journey are defined and with reference to the delivery of the curated content, EIT Manufacturing suggests that the supplier delivers one curated LP, as “pilot”; so that EIT Manufacturing can approve it or provide remarks. Afterword, the supplier proceeds with reworking the other LPs. This should avoid rework and many loops for reaching the final approval.

In any case, the supplier is invited to propose his own recommended approach in the second paragraph of the Proposal.

Please send the offer by December 1st, 2022 to:

- **Linda Ferro**, linda.ferro@eitmanufacturing.eu, Digital Education Manager, EIT Manufacturing
- **Paola Fantini**, paola.fantini@eitmanufacturing.eu, Education Director, EIT Manufacturing

Object of the email shall be: “*content curation bid_proposal*”.

Additional team members will be consulted, if needed, to represent EITM and the Education Team.

EIT Manufacturing may ask the candidate supplier to a face-to-face meeting (online) meeting to address specific doubts and questions.

5. Evaluation Criteria and Award Notification

Timely received proposals submitted by the tenderers will be examined, evaluated, and compared in accordance with the following criteria and the contract shall be awarded to the highest ranked tenderer.

The decision will be made according to the “Best Value for Money” principle.

A. Concept and proposal (40%)

- Methodology and tools
- Examples of elements included and simplified mock up
- Project plan and resources

B. Suppliers & references (20%)

- Presentation of the provider
- Presentation of references

C. Costs (40%)

- For the rework of the nuggets included in the perimeter

- For the design of proposed learning journey for each nugget (2 reviews)
- For the reviewed of the template, if applicable.

An Evaluation Committee of 3 people will be established. Each bid will be evaluated and ranked according to the criteria above.

The compliance with the principles of transparency, non-discrimination, equal treatment, and absence of conflict of interest will be ensured.

The successful and unsuccessful tenderers will be informed in writing (via email) about the result of the award procedure. In case the winning tenderer is unable to enter the contract, EIT Manufacturing may decide to contract the supplier receiving the second highest ranking.

Proposals must be submitted by e-mail within 9 days of the date of publication of the request for proposal on the EIT Manufacturing website. All proposals received after the deadline will be rejected.

In duly justified cases, however, no later than 2 calendar days before the original deadline, the submission deadline can be extended.

Upon request from the tenderer concerned, EIT Manufacturing will as quickly as possible, and in any event within 15 calendar days from receipt of a written request, will provide further details if possible on the reasons why a tenderer was found unsuccessful or although the tender submitted was admissible, the tenderer was not awarded the tender.

Information referred to above may be withheld where the release of such information would be contrary to the public interest, would prejudice the legitimate commercial interests of an economic operator, or might prejudice fair competition between economic operators.

Should there be a suspicion that the provider will not be able to perform according to the price offered, EIT Manufacturing has the right to ask for explanations and may reject the tender where the evidence supplied does not satisfactorily account for the low level of price or cost proposed.

5. Complaint procedure

Tenderers believing that they have been harmed by an error or irregularity during the award process may file a complaint. Appeals shall be addressed to EIT Manufacturing **only** via the following email address linda.ferro@eitmanufacturing.eu. Object of the email "*content curation bid_compliant file*". The tenderers have five days to file their complaints from the date of receipt of notification of the results.

In your application to EIT Manufacturing the complainant shall explain what procedural aspects they consider having been violated along with any recommendations or remarks. Such charges need to be supported with data and facts and, if possible, – documentation. An appeal whose sole purpose is to obtain a second evaluation for no reason other than that the complainant disagrees with the final award decision is to be rejected.

7. Negotiations & Clarifications

Negotiations can be held in the following cases:

- if it is identified that the scope of services issued by EIT Manufacturing is not detailed enough, incomplete or some areas are lacking crucial information to complete the procedure for direct awards;
- if EIT Manufacturing has the intention to reduce the offered prices to find the best value for money;
- if all submitted prices are above the planned budget and it is everyone's interest to finish the procedure with success – in that case, price negotiation can take place. During a price negotiation, all tenderers are called to lower their prices by the same deadline in a written form;

EIT Manufacturing can organize as many rounds of negotiation as it is needed during the procedure in order to reach the highest quality of proposals and the best price.

Whenever possible, the negotiations should be carried out in writing, however, in special cases, video conference or even live negotiation can be organized. EIT Manufacturing also reserves the right to invite the tenderers to an individual meeting before the final award of contract in order to clarify details and ambiguities.

In case of obvious or perceived errors or omissions in the RfP, Tenderers can request additional information or clarifications by November 25th, 2022 through email at linda.ferro@eitmanufacturing.eu. Object of the email "*content curation bid_questions*". Answers and questions will be shared with all the suppliers who declare interest in the bid.

Upon receipt of the bids, they will be reviewed, and additional details will be requested from the tenderers as needed. The requests as well as the answers are to be submitted written by e-mail. Where information or documentation to be submitted by tenderers is incomplete or erroneous or where specific documents are missing, EIT Manufacturing staff may request the party concerned to submit, supplement, clarify or complete the relevant information or documentation.

Bid preparation costs are not reimbursable and must be borne by the tenderers.

EIT Manufacturing owns all bids received in this RFP. Proprietary information of vendors in the bids will be kept strictly confidential. The offers as well as the contract may be submitted for audits.

8. Contract

The final award does not yet constitute the Contract. The Contract will be concluded at the time of signature by the Supplier and EIT Manufacturing. The winning supplier will be sent the contract to be signed (indicating the deadline by which the signed contract should be returned to EIT Manufacturing).

The invoicing will be based on a mutually agreed schedule; it will be detailed in the contract. The contract that will be awarded will have a maximum duration of 4 years. The tenderer agrees that the total value of

the contract to be signed with EIT Manufacturing for 4 years will in no way exceed the bid (the amount contained in the offer) of the tenderer.

The awarded supplier will be requested to sign Standard Contractual Clauses (SCC) if no other GDPR compliant safeguards exist, and the supplier is located in a country for which the EU commission has not issued an adequacy decision.

9. Cancellation of the proposal procedure

In the event of cancellation of the proposal procedure, EIT Manufacturing will notify tenderers of the cancellation. In no event shall EIT Manufacturing be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of a proposal procedure, even if EIT Manufacturing has been advised of the possibility of damages.

The tenderer shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). S/he should inform the EIT Manufacturing team immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.

The supplier cannot be a EIT Manufacturing Partner or Activity Partner. Any bid from such an economic operator will be rejected.

Tenderers will be excluded if:

- a) they are being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations; they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- b) they have been guilty of grave professional misconduct proven by any means which the EIT Manufacturing can justify;
- c) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or any other country of the EU;
- d) they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the EU' financial interests;
- e) following a procurement procedure or grant award procedure financed by the EU budget, they have been declared in serious breach of contract for failure to comply with their contractual obligations.

The tenderers must not be in a situation of a conflict of interest, and they have sufficient economic and financial capacity, technical and professional capacity and legal and regulatory capacity to perform the requested services. Additional evidence or declarations might be requested by the contracting authority.

EIT Manufacturing reserves the right to suspend or cancel the procedure, where the award procedure proves to have been subject to substantial errors, irregularities, conflict of interest or fraud. If substantial errors, irregularities, conflict of interest or fraud are discovered after the award of the Contract, EIT Manufacturing may refrain from concluding the Contract.