

Expression of Interest (EoI) for Establishment of LEARNING CENTRE FOR

Open Distance Learning (ODL) & Open Programme (OP)

Expression of Interest (EoI) – Learning Management System (LMS) Support Service for Online Programs of the Central University of Rajasthan (CURAJ), AJMER (Only Government/ Semi-Government/ Affiliated Higher Education Institutions are Entitled all over India)

The **Centre for Open Distance Learning(ODL) and Open Programme(OP)** of Central University of Rajasthan, Ajmer (**CURAJ**), aims working for National Importance as 2nd generation Central Universities established by an Act of the Indian Parliament passed on 2009. The Central University of Rajasthan is located at Village- Bandarsindri, Teh- Kishangarh, and District: Ajmer, PIN 305817 (Lat 26.623945, Long 75.027045) which is 90 kms. from Jaipur and around 50 kms from Ajmer Bus stand. Nearest Railway station, Kishangarh is at 20 kms. Central University of Rajasthan has its campus spread over 518 acres of land. The campus is divided in three zones namely Academic zone, Hostel zone and Residential zone. Sports facilities are located near Hostels. Central University of Rajasthan is functional from its own campus since 2009. The University is the only Central University in Rajasthan promoting higher education through Distance Mode, Government of India Category-I UGC University with A++ gradation by NAAC.

The University got position to run courses recognized by the **UGC-Open Distance Learning (ODL) and Open Programme (OP), Government of India**. As per the permission given by the UGC to run six Master Degree Programmes and one Bachelor Degree programme the details are given in our website www.curaj.ac.in and enclosed important documents for ready reference. For run these programme with future launching programme by the University we are seeking for establishment of Learning Centre Statewide and also all over India. The Higher education Institutions who will fulfill the given below criterion can show their EoI with the University.

Provisions for ODL Mode follow Learning Centre

A Higher Education Institution (HEI) offering a programme in ODL mode shall prepare Self Learning Material (SLM) in order to facilitate the pace of learning and multiple choice for learners on the following lines:

- SLM has clearly stated objectives, intended learning outcomes, study guidance for the learners, suggested reference material, and linkage within the text with other media (digital SLM) for additional enrichment of knowledge.
- At least 60 per cent of the SLM shall be developed by the in-house faculty and the remaining material may be out sourced from other HEIs, Open Educational Resources (OER), and SWAYAM.
- Developed SLM must be self-explanatory, self-sufficient, illustrative, easily comprehensible and in the form of Units and Blocks.
- SLM must provide adequate mechanism for the learners to share their feedback on their understanding of the subject.
- SLM must be revised periodically from the point of view of improving the quality and learner support.

A HEI offering programme in Online mode shall prepare the E-Learning Materials taking into consideration the following aspects :

- The Online Learning shall have the four quadrant approach ; as per UGC (Credit Framework for online learning courses through SWAYAM) Regulations, 2016 ;

- At least 60 per cent of e-learning Material shall be developed by the in-house faculty and remaining per cent of the material can be sourced from available e-resources such as Open Educational Resources (OER), SWAYAM or other sources ;
- An HEI shall have a capability for developing and production of Online programmes, with the technology for production including in-house or duly out-sourced production facilities for converting the courses into Online Programmes, defined as follows :
- learning videos with recording/dubbing/editing facilities for graphics or animation creations ;
- e-content for reading and improving comprehension of learners;
- tests and assignments that test the understanding ;
- discussion form that clarifies the doubts of the learners.
- The Online programmes' delivery shall be through the SWAYAM portal or any other learning platform duly approved by the Technical Expert Committee. (v) The Programme through Online mode shall also conform to the condition that apart from the course delivery, other components such as Counseling Process, Online Application Processing and fee payment shall also be provided through Online mode.

Admissions, Examinations and Learner Support

The Institution shall follow UGC Norms as specified in UGC (Online-ODL) Regulations, 2020 with regard to admission procedure, conduct of examination and extending learner support services.

Admission

A HEI shall admit learners to its recognized courses only from the specified academic session. The approval of intake as per the UGC Regulations, 2021 is three times of the sanctioned intake (maximum) of specific programme in conventional/regular mode. Admission shall be offered in a transparent manner and made directly by the Head Quarters of the HEI which shall be solely responsible for final approval related to admissions or registration of learners. Further, a Learner Support Centre shall not admit a learner to any programme on behalf of the HEI.

Every HEI shall –

- (a) record Aadhar details for Indian Learner and Passport for an International Learner ;
- (b) maintain the records of the entire process of selection for a minimum period of five years;
- (c) exhibit such records as permissible under law on its website ; and
- (d) be liable to produce such record, whenever called upon to do so by any statutory authority.

A HEI shall accept payment towards admission fee and other fees as may be fixed by it. Transparency has to be maintained in the announcement of fees structure and collection of fees. An Institution of higher learning shall publish a prospectus (print and in e-form) containing all the details of admission, courses fees structure, application model, etc., before the admission notification.

Evaluation

The evaluation shall include two types of assessment:

- continuous or formative assessment ; and
- summative assessment in the form of semester end or term end examination. Provided that no terminal examination shall be held in a subject unless :
 - that at least 75 per cent of the course of study stipulated for the semester or year has been actually conducted ;
 - for ODL mode : the learner has minimum attendance of 75 per cent in the course specific Personal Contact Programme and lab component of each of the programmes ;
 - for Online mode : the learner has minimum participation of 75 per cent in all the activities of Online course prior to semester and examination or term end examination. The curricular aspects, assessment criteria and credit framework for the award of degree under ODL mode/Online mode shall be evolved by adopting same standards as being

followed in conventional mode. The weightage for different components of assessments for both ODL mode and Online mode shall be as under :

- (i) continuous or formative assessment (each semester) : Maximum 30 per cent.
 - (ii) summative assessment or semester end or term end examination : Minimum 70 per cent.
- An Institution of Higher Learning shall adopt a scientific procedure in the development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts, and declaration of results.

Learner Support

It includes the services of three major components like 'Learner Support Centre', 'Learner Support Services' and 'Learning Management System' in UGC (Online-ODL) Regulations, 2021. Learner Support Centre is the Centre established, or recognized by the Institution for advising, counseling, providing interface between the teachers and the learners, and rendering any academic or any other related service and assistance required by the learners. are provided by an Institution in order to facilitate the teaching-learning experience for the learner to the level prescribed by the UGC in respect of a programme of study. Even 'Learner Management System' is a centralized system which keeps track of delivery of e-Learning Programmes, learner's engagement, assessment, results, reporting and other related details in one centralized location. These three major components under Open and Distance Learning Education and Online Education will be acting in support of learners.

Self-Learning Material 'Online Mode'

Self-Learning Material 'Online Mode' means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using internet, e-Learning Materials and full-fledged programme delivery through the internet using technology assisted mechanism and resources. Whereas, 'Open and Distance Learning (ODL)' mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, MOOC, online and occasional interactive face-to face meetings arranged by Institution through Learner Support Services to deliver teaching-learning experience, including practical or work experience. 'Self-Learning Material for Open and Distance Learning mode' includes contents in the form of course material, whether print or electronic, which is inter alia, self-explanatory, self-contained, self-directed at the learner, amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study, but does not include, text-books or guide-books. However, 'Self-Learning e-Module for Online mode' means a modular unit of course material in e-learning form which is inter alia, self-explanatory, self-contained, self-directed at the learner and amenable to self-evaluation, and enables the learner to acquire the prescribed level of learning in a course of study and includes contents in the form of a combination of the following e-learning content, namely;

- (a) e-Text Materials;
- (b) Video Lectures;
- (c) Audio-Visual interactive material;
- (d) Virtual Classroom sessions;
- (e) Audio Podcasts;
- (f) Virtual Simulation; and
- (g) Self-Assessment Quizzes or Tests. In brief the Higher Educational Technical Institution (HETI) may evolve curricular aspects, assessment criteria, etc., for the award of degree under ODL mode and/or online mode at the UG and PG levels and/or PG Diploma adopting the following procedure:
 - the course content for each course shall be clearly defined, each having modular e-content, delivery online in a structured format, with clearly spelt out learning outcomes.
 - programmes designed shall permit the online teacher to add multi-media enriched and interactive content, activities and assessments to extend learning opportunities.

- each course in the Online Programme shall have a precise assessment mechanism for the identified learning outcomes at each level.
- the Online Programme shall be able to utilize a variety of technology tools, shall have a user friendly interface and meet accessibility standards for interoperability.
- there shall be a helpline for technical assistance throughout the course of study in order to acquaint the learners with the requisite information for the online programmes.
- the Aadhar number for the local students and Passport for the International learners shall be required to be produced at the time of enrolment.
- active engagement in Online / virtual class shall be monitored through asynchronous or synchronous discussions, assignment activity and the analytics of Learning Management System shall be used.
- the HEIs shall have defined criteria or guidelines for the technical know-how and skill requirements for the entire staff involved in the Online Programmes.
- the HEIs shall provide Learners' Support Services and e-Learning Materials for advising, counseling, mentoring and guidance for the learners. There shall also be clear guidelines on academic integrity and internet etiquette regarding lesson activities, group discussions, chats and plagiarism.

With regard to the equivalence of qualification acquired through Conventional or Open and Distance Learning and Online modes, the UGC declares that, the programmes offered by the institutions through ODL mode and/or Online mode is equivalent to the Certificate /Diploma /PG Diploma/ PG Degree level programme offered in Conventional mode. In the 'Learner Centric Provisions', the UGC included 'Learner's mobility', 'Admission taken during recognition period', 'Learner's enrolment' for ODL mode and Online mode. A learner enrolled for a programme under ODL mode and/or online mode in an Institution recognized by the UGC under these regulations shall be eligible for mobility from one mode of learning to another mode of learning within the Institution. Secondly, admission taken in a recognized programme under ODL mode and/or online mode during the recognition period stands recognized till the completion of the programme, even if the Institution does not have recognition for further years, provided the programme is offered in a territorial jurisdiction and in conformity with UGC norms. With regard to enrolment for a programme, a learner residing in any part of the Country may enroll to any programme under ODL mode provided that the Institution shall conduct all activities such as admissions, contact programmes, examinations, etc., for learners strictly within the territorial jurisdiction of the Institution. Further, a learner residing within or outside India may enroll in any course being offered by an Institution recognized by the UGC under Online mode. An Institution recognized for offering programmes in ODL mode and/or Online mode may also offer Certificate or Diploma programmes through these modes. Over and above, any UGC recognized Institution for Online and/or ODL mode programmes shall fulfill the mandatory requirements as given in the UGC (Online-ODL) Regulations, 2020 such as:

1. Centre for Internal Quality Assurance,
2. Conduct of examination and minimum standards for examination centers,
3. Human Resource and Infrastructural Requirements,
4. Guidelines on Programme Project Report (PPR),
5. Quality Assurance Guidelines of Learning Material in Multiple Media and Curriculum and Pedagogy,
6. Guidelines on Self-Learning Material and E-Learning Material,
7. Learner Support Centres, Assessment Criteria for offering Online programmes through Non-SWAYAM learning platform,
8. Grievance Redress Mechanism has to be met.

Must fulfil;

- (i) The MOU between HEI and Registrar of the University free to overcome before one month Notice each other.
- (ii) Basic infrastructure and Technological facilities with above requirements can fulfil the MOU after verifications of the documents.
- (iii) Only Government/recognised HEI with above work experience are eligible being an applicant.

(The Endorsement fees Rs. 5,000,00.00 in the Name of Registrar, CURAJ)

Annexure – I

a) APPLICATION for EOI Submission

Particulars	Details
Name of the Technology Service Provider	
Form of Technology Service Provider (State the act under which registered and registration date), Area of Operation (PAN India or Regional presence)	
URL of Technology Service Provider	
Landline	
Fax No.	
Address of Technology Service Provider with year of establishment	
Proposed fees sharing for course delivery in percentage	
Contact person name and address with email id and mobile number	

B) Eligibility Criteria considered for Evaluation of EoI

Following will be the minimum pre-qualification criteria. All Technology Service Providers must satisfy all the criteria listed below. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

Annexure – II

Sl. No.	Eligibility Criteria	Documents Required
1	The Technology Service Provider should also provide details of Knowledge partner and technology partners Minimum of 2 or 3 partners	Supporting document of MoU Copies
2	The average annual turnover of the Technology Service Provider during last 3 years should be Rs. 100 Cr (It should be shown separately/certified by the Company's auditor). (Last four years)	Certificate from the statutory auditor mentioned the overall annual turnover and separately annual turnover from training activities
3	The Technology Service Provider should have minimum of 10 years' experience in the Online Management System	Supporting documents for providing training on the latest technologies.
4	The Technology Service Provider should possess the essential infrastructure & manpower facilities, which are required to carry out the activities.	Infrastructure and technical support resources available with the Technology Service Provider.

5	The Technology Service Provider having black-listed/ debarred in participating in any procurement activities by any State or Central Government in India are not allowed to participate in the EoI process.	Non blacklisting certificate to be submitted on stamp paper duly certified by Notary (As per Form 1).
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b) Requirement for the Learning Management System Platform (LMS)

Annexure – III

Sl. No.	Criteria	Documents Required
1	The Technology Service Provider should have offered LMS Platform with one or more institutes ranked within top 100 by NIRF (2024) and has tie-up with at least 5 reputed State / Central / Private University or Institutes for the offerings.	Submit the documentary evidence such as MoU Copies
2	LMS should have the compliance to the conditions mentioned in the UGC DEB Regulations 2020.	Compliance Documents (25 points as mentioned in the regulations) with evidences.
3	Readiness of the LMS to deploy the e-SLM and ability to modify the contents as and when required by the University	Yes/ No.
4	Evidence of having managed a minimum of 10000 students from HEIs through Online Programs.	Documentary Evidences to be provided
5	Ability to handle the Online payment gateway	Yes/ No. If Yes, Provide Technical supports team details.
6	Provision for content storage and management	Provide the storage capacity and documental evidences.
7	Flexibility – browser supportive and responsive	Complied / Not Complied
8	Robust and Scalability – cloud server	The Cloud Server details with configuration
9	Add-on facilities provided by the Service Provider, if any	List out the details

Interested Technology Service Providers are requested to fill the annexures and submit it along with relevant documents by the **01-03-2025** through email: director.odl@curaj.ac.in

As per UGC norms sharing of economic support to the study centre on pro-date basis enrolment of the students in the centre, apart from the University will provide facilities time to time to the Learning Centre through Regional Centre State-wide as per Government of India, Education Ministry ODL programme provision.

The hard copies of the Expression of Interest (EOI) should be sent to the below address on or before 01-03-2025, 5pm.

(The Registrar, CURAJ)