

**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA (AUTONOMOUS)**

**At: Bandopala, PO: Risigaon, Bhawanipatna, PIN: 766003, Dist: Kalahandi, (Odisha),
Website: www.gcekbpatna.ac.in.**

Tender No.:GCEK/Lib: 02/2022

Date: 09/09/2022

The Government College of Engineering, Kalahandi, Bhawanipatna, intending to automate its outlaying College Central Library and invites sealed tender from reputed and registered Library Automation Agencies/ Vendor/ Firms containing the complete documents superscribed as **“Upgradation of Existing Koha ILMS on Cloud Server and Android Application App (MOPAC)” of Central Library of GCEK, Bhawanipatna**" with valid GST and PAN. Interested party/parties may apply in the prescribed tender documents only downloaded from the Institution website i.e. **www.gcekbpatna.ac.in**. The last date and time of receiving sealed tender through Registered/Speed post/Courier by **11/10/2022 up to 3.00 PM**. The tender documents received beyond the due date and time shall be summarily rejected. The Institution shall not be responsible for postal delay if any. The undersigned reserves the right to extend the date and accept or reject any or all tender(s) without assigning any reason thereof.

Sd/-

Principal

GCEK, Bhawanipatna

**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA (AUTONOMOUS)**

Tender No.:GCEK/Lib: 02/2022

Date: 09/09/2022

**TENDER DOCUMENTS FOR UPGRADATION OF EXISTING KOHA ILMS
ON CLOUD SERVER AND ANDROID APPLICATION APP (MOPAC) OF
CENTRAL LIBRARY OF GCEK, BHAWANIPATNA**

The Government College of Engineering, Kalahandi, Bhawanipatna, intending to upgradation its outlaying College Central Library and invites sealed tenders from reputed and registered Library Cloud Server Agencies/ Vendor/ Firms containing the complete documents super-scribed as “**Upgradation of Existing Koha ILMS on Cloud Server and Android Application App (MOPAC)**” with valid GST and PAN. Sealed envelope containing the complete tender documents invited on behalf of the Principal, Government College of Engineering, Kalahandi, Bhawanipatna, for Upgradation of existing KOHA ILMS on Cloud server of College Central Library from eligible reputed and registered Library Cloud Server Agencies/ Vendor/ Firms /Authorized Dealers having at least three (03) years of experience in this area as implemented into Engineering Colleges/Educational institution’s Libraries. The quotations shall be opened at the office of the Principal, Government College of Engineering, Kalahandi in the presence of the parties or their authorized representatives who may wish to be present. If the date of opening of tender happens to be a holiday, the tender will be opened on the next working day. The tender received beyond the due date and time shall be summarily rejected.

General Information

1	Tender No. / Date	:	GCEK/Lib: 02/2022; 09/09/2022
2	Period of Contract	:	Five Year
3	Tender document available on website	:	www.gcekbpatna.ac.in
4	Last date for receipt of Tender	:	11/10/2022; 3.00 PM
5	Date, Time, and Venue of opening of Tender Documents	:	12/10/2022, 12 noon, Principal’s office
6	Estimated Cost of the contract	:	Rs. 2 Lakhs
7	EMD (Interest free Refundable)	:	Rs. 4000/- (Rupees Three Thousand)
8	Security deposit (Interest free Refundable)	:	8% Bank guarantee of total value

TERMS AND CONDITIONS

The tender for Upgradation of Existing Koha ILMS on Cloud Server and Android Application App (MOPAC) of Central Library of GCEK, Bhawanipatna, will be governed by the following ‘Terms and Conditions’:

A. General and Establishing the Eligibility for Qualifications:

- (i) The Principal, Government College of Engineering, Kalahandi reserves the right to accept or reject any or all tender(s) in part or full, without assigning any reasons thereof and his decision will be final in all cases in respect of acceptance/rejection.
- (ii) Tenderers are advised to go through the tender document carefully before submitting the tender documents. It will be presumed that the tenderer has considered and accepted all the terms and conditions of this tender. No enquiry, what so ever verbal or written shall be entertained in respect of acceptance/rejection of the tender. BIDS MUST BE UNCONDITIONAL.
- (iii) Incomplete tenders and the tenders received beyond the due date and time shall not be accepted.
- (iv) The bidder must have its own establishment for KOHA support, having valid up-to-date registration for Firms / Enterprise under Companies Act 1956/ Distributors / Authorized Dealers / Library Cloud Server Agencies with valid GST and PAN. Copies of GST/Sales Tax and Income Tax Clearance certificates issued by the concerned authority for last three years.

(v) General Eligibility Criteria for KOHA software:

- a) The Vendor should have implemented & automated at-least 20 libraries of Higher Education Institute also at least 10 Universities using Koha in India. Kindly attach valid Purchase order or Completion certificate/s.
- b) The software must follow MARC 21 compatibility with the required metadata tags therein.
- c) It must follow the Z39.00 international protocol standards
- d) It must have the MySQL server to follow the international standard.
- e) It must have the data conversion capability.
- f) It must follow the Web 3.0 standard.
- g) It must have the in-built APACHE.
- h) It must have the RSS (Real Simple Syndication) feed burners included therein.
- i) It must follow the PICS (Platform for Internet Content Substance) accreditation parameters prescribed therein.
- j) The software must have the tight security measures both at the Administrative level and the sub modular level also.
- k) Must be able to generate and print Barcode labels and Spine Labels.
- l) Must be able to generate and print Bar-coded Patron Cards.
- m) Must be able to perform Full-Text Search.
- n) Must be able to perform Automatic Indexing.
- o) It must enable Flexible reporting & Faceted Search.
- p) It can generate automated overdue notices either by email or SMS.
- q) It can email issue slips instead of printing them at point of circulation.
- r) It should have an offline circulation module

- s) It must be user friendly.
- t) Biometric Integration with Koha ILMS for easy Check-in/Check-out.

(vi) The tenderer should have at least **three years of experience** of supporting to the implementation of the Library cloud server packages with supporting services in at least 10 libraries of Higher and/or Technical Educational institutions in India or preferably in Odisha. The proof of such own credential should be furnished along with the tender. Provide at least 3 to 5 contact numbers of their existing clients for feedback purpose.

The tender should be accompanied by the required amount of (Bid Security) EMD in shape of DD in favour of “Principal, Government College of Engineering, Kalahandi”, and Payable at Bhawanipatna from any Nationalized Bank. The EMD of the unsuccessful tenderers shall be returned after the successful tenderer enters into contract with the institution. The bid security is required to protect the purchaser against the risk of tenderers conduct which would warrant the security’s forfeiture. The EMD of the successful bidder shall be returned after receiving the bank guarantee 7% of tender value which must be submitted within 15 days from the date of receiving work order else the contract will be cancelled.

- (vii) Each and every page of the tender document attached there to should be signed by the tenderer.
- (viii) The contract shall remain in force for **five**-year which may further be extended as requirement of services.
- (ix) The tenderer should have not been blacklisted by any Government or other organizations.
- (x) The sealed tender envelope shall be addressed to **“The Principal, Government College of Engineering, Kalahandi, At: Bandopala, PO: Risigaon, Dist: Kalahandi, Bhawanipatna, Odisha, Pin-766003”**.
- (xi) Incomplete tender and insufficient documents with the tender shall be liable for rejection.
- (xii) The Vendor should be sole supplier of all the products and services. No third party/ joint venture/ subsidiary will be entertained.
- (xiii) The vendor must be a listed paid support vendor in Koha Community.
- (xiv) Implementation and training for three days for the library staff on site and additional on-line training within the project period for 3days at free of cost within the contract price.
- (xv) Support services includes maintenance of software, trouble shooting of operational problems, technical problems, unlimited off site support through mail/ telephone/ remote access, onsite visit by the staff as per requirement at free of cost within the contract price.

- (xvi) Software updates during the period of contact must be free of cost within the contract price.
- (xvii) On-line ticket system for smooth support service at free of cost within the contract price.
- (xviii) **Purchase Orders:** Supply and implementation of the services has to be made strictly against the specifications of the Order. Acknowledgement receipt of the order will be taken as acceptance, preferably by e-mail. Any clarification/query regarding the order should be sought from the Library committee head within five (5) days of receipt of the firm supply and service order.
- (xix) **Price & Supply:** The price shall remain firm throughout the contract period. No request for hike in price shall be entertained. Any support services as per terms and conditions throughout the contract period is free of charges only any additional work may be claimed with legitimate contract. If a vendor is unable to supply services and support as per the contract the firm is liable for blacklisted and security deposit may be forfeited.
- (i) **Invoicing procedure:** Invoice should be submitted in triplicate (3 copies) addressed to The Principal, Government College of Engineering, Kalahandi. Break up of cost and tax components shall be separately stated in the invoice.
- (ii) **Payment Terms:** No advance payment is allowed by the purchaser to the supplier/service provider for any deal. Payment shall be done (subject to recoveries, if any) after successful supply and completion of the work with a certificate for successful operation of the software and supports. **Since, the service requirement is for five years; there will be a contract agreement between the tenderer and the vendor/service provider on a non-judicial stamp paper with payment terms and conditions laid down by the tenderer.**
- (iii) **Termination of order:** The order may be terminated at the occurrence of any of the following event:
- (a) In case of breach of any terms of agreement or unsatisfactory/ insufficient working on the part of the vendor, if at any time, found that the information provided by the vendor in any form about the supply, services and related matters are incorrect and result in losses in any form to the Institute.
- (b) In such case(s), the institute will be at liberty to cancel the order without giving any prior notice to the vendor, and the Institute reserves the right to forfeit the security deposit submitted by that vendor.
- (iv) The Institute reserves the right to change or modify or amend or substitute any clause in the terms and conditions that are listed above if required, at any time.
- (v) All disputes and differences arising out or concerning the work shall be subject to the sole arbitration of The Principal, Government College of Engineering, Kalahandi or his nominee.

- (vi) **Jurisdiction of court of Law:** Any Legal disputes that may arise out of the supply of books by Vendors shall be subject to the jurisdiction of a court in Bhawanipatna/ Hon'ble High Court of Odisha.
- (vii) **All jobs described in “Work Specification” have to be completed within 45 days of receiving the tender award.**

sd/-
Principal
GCEK, Bhawanipatna

**GOVERNMENT COLLEGE OF ENGINEERING KALAHANDI, BHAWANIPATNA,
(Autonomous)
Tender document (GCEK, Central Library)**

WORK SPECIFICATIONS

Details specification of the work for Upgradation of Existing Koha ILMS on Cloud Server and Android Application App (MOPAC)’’ of the Central Library of GCEK, Bhawanipatna:

Sl. No.	Description	Specifications	Quantity
1.	Upgradation of Existing Koha ILMS on Cloud Server with all data migration and Customization including one years of hosting and maintenance.(Service period is for one year from the date of contract)	<ul style="list-style-type: none"> • Data security • 24/7 uptime server • Ready server in 2 minutes • 24/7 support – telephonic/ticket • Automatic Online back-up system • Unlimited data storage • No need to purchase public IP • Unlimited user access • Disaster Recovery • Automatic software updates • Automatic bug fixing • Work from anywhere • Data should be stored simultaneously on cloud and local server so that incase of Network issue(s), the library facilities runs smoothly through local server. • Designing of WebOPAC • Boot-strap Technology assistance for OPAC • Customized reports • Setting up of email alerts 	01 Unit
	Training & Implementation	Onsite/online training for 2 days to the library staff and additional on- line training within the project period for 2-3 times if required.	
2.	Cloud renewal, Support and help desk facilities for Library staff for day to day use of Koha LMS, on annual basis (from project completion date; i.e. from the completion date of S.L. No 1).	Support may be provided through unlimited Email, Phone, Remote Access and Skype/Google Video Chat. It includes updating KOHA & OS including any types of trouble shooting	4 years
3.	Android Application App MOPAC	<ul style="list-style-type: none"> • Supports all version of Android • User/Patron Login system • Catalogue Search and check availability of items • JSON encrypted data fetching from 	01 Unit

		<p>Koha database through API</p> <ul style="list-style-type: none"> • Featured dashboard • New Arrivals display with cover images from Google/Amazon jacket • Dynamic Library details with background auto sliders • Dynamic Display of Library rules with background auto sliders • Dynamic Display of Library collections with background auto sliders • Dynamic Display of Library member details with image • Circulation history • Online payment of fines for overdue membership (payment gateway will be provided by customer) • The application should be upgraded/updated/customized with specific requirement(s) during the period of contract without any additional charges. 	
4.	<p><u>Services required (Necessary conditions on the job requirements mentioned in S. L. No 1-3)</u></p>	<ul style="list-style-type: none"> • Latest stable version of open source Koha Library Management Software (LMS) should be implemented. • Data Backup: Regular data backups should be made available. • Data Privacy, Confidentiality & Security: Vendor should strictly ensure privacy, confidentiality and security of all clients' data. • The vendor should be sole supplier of all the products and services. No third party/jointventure/subsidiary/ will be entertained. • Standards compliance: MARC21, Z39.50, UTF8/Unicode, SIP2 etc. • Freedom from vendor lock-in: Customer will own both software and data and should be able to switch the vendors at any time. In case, for any reason, if vendor discontinues the arrangement of hosting and maintenance of clients data for some reason or client wants to run their own server, a notice of minimum three months should be given from either side 	

		<p>and vendor should facilitate smooth transfer of data to customer's server, so that library services are not disrupted at any point of time.</p> <ul style="list-style-type: none">• KOHA being on open source software, any customization and configuration details as per requirements of client should be documented and provided to client for future references.• Offline circulation facility is required in case of failure of internet connectivity for short time.	
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**GOVERNMENT COLLEGE OF ENGINEERING, KALAHANDI,
BHAWANIPATNA
Tender document (GCEK, Central Library) Format of Application**

Sub: Upgradation of Existing Koha ILMS on Cloud Server and Android Application App (MOPAC) of Government College of Engineering, Kalahandi, Central Library, Bhawanipatna.

1. Name of the Firm:

2. Complete Postal Address:

FAX No:

Telephone No:

Email:

3. Are you a listed paid support vendor of Koha Community? Yes/No.

If Yes, attach copy of the Membership.....

4. Are you an authorized Library Cloud Server Agencies/ distributor/ vendor//preferred Agent? If so attach the authority letter(s) issued by the appropriate bodies in support of your claim.....

5. Year of starting of the Firm/ Company/ sole proprietorship with Registration Number/Date.....

6. PAN & GST No.....

7. Registration No. (Attach: copies).....

8. Annual business Turnover* (Attach Balance sheet and Certified copy form Chartered Accountant to showing turnover for the last three financial years and relevant IT return copies.

9. Experiences as specified as per above term and conditions Sl. No.(v).

10. The Vendor should attach the ID proof such as Aadhaar of the Proprietor and organizations.

11. Documents in support of implementation of cloud server done in institutes and certificates therein.

12. Price bid should be enclosed in a sealed envelope separately.

DECLARATIONS:

- i. I/We..... (Names of partners/Proprietors or Shareholders) do hereby declare that the entries made in this application form are true to the best of our knowledge and believe.
- ii. Mr..... Whose Signature is given below, is an authorized representative of this firm.
- iii. I/We also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

Date:

Place:

**Authorized Signatory
& Seal of the Firm/Others**

GOVERNMENT COLLEGE OF ENGINEERING KALAHANDI, BHAWANIPATNA

FORMAT FOR PRICE BID

Sl. No.	Description	Amount (Rs.)
1.	Upgradation of Existing Koha ILMS on Cloud Server with all data migration and Customization and securely hosting for five years(Work Specification S.L. No 1)	
2.	Cloud renewal, Support and help desk facilities for Library staff for day to day use of Koha LMS, on annual basis (from project completion date). Price should be quoted for five years. (Work Specification S.L. No 2)	
3.	Android Application App MOPAC (Work Specification S.L. No 3)	
Taxes (if any)		Mention the percentage of tax

Note: Final Amount will be calculated only after successful work completion and satisfactory report from the Librarian/ Library in charge.

**Authorized Signatory
& Seal of the Firm/Others**

(Bidder)

Name:

Signature:

Date:

Address:

***N.B.: The Price bid must be in a sealed envelope.**