



# MAYNAGURI COLLEGE

(Accredited by NAAC - "B+")

P.O. Maynaguri, Dist. - Jalpaiguri, West Bengal, Pin - 735 224  
Phone : 03561 234298, E-mail : maynaguricollege@rediffmail.com

Ref. No. : SM/47/2023  
25-02-2023

Date : 25-02-2023

## NOTICE INVITING QUOTATION

Sealed quotations are invited from registered agencies/ vendors for procurement/ installation and customization of KOHA Library Management Software (LMS) and DSpace in cloud server for the Central Library, Maynaguri College. The sealed quotation should bear the superscription "Quotation for Installation/ Customization of KOHA LMS and DSpace' and should reach to "The Teacher-in-charge, Maynaguri College, P.O.- Maynaguri, Dist- Jalpaiguri, PIN- 735224, West Bengal " on or before 12/03/2023(within 4:00 PM). The required specifications are mentioned below:

### **Specifications for KOHA LMS (Hardcopy)**

Sl. No.	Description	Specification
1.	KOHA on Cloud	a. Latest/Stable Versions of Software and its updates b. Cloud Hosted with 24/7 Call Login support availability c. Server specifications and Upgradations (hardware and software) d. Storage Specifications e. Domain specifications f. Basic and advance customizations as per requirement g. Automatic Backup h. SSL details i. House- Keeping activities j. OPAC Customization k. Other required customizations
2.	DSpace on Cloud	a. Latest/Stable Versions of Software and its updates b. Cloud Hosted with 24/7 Call Login support availability c. Other support services d. Server hardware and software specifications
3.	Data Migration	Data migration from existing software to KOHA LMS (Bibliographic and Patron including faculties)
4.	SMS Integration with KOHA	SMS package and Integration (Issue, Return and Overdue) with automatic fine calculation(exemption allowed)
5.	Annual Maintenance Charges (AMC)	Separate AMC for KOHA and DSpace
6.	Training for Library Staffs	For Both KOHA and DSpace (Online/Offline)
7.	Reports generation and customization	As and when required
8.	Bulk User Creation	On yearly basis through Excel Data sheet provided
9.	Support Services	Online/ Offline Support System, Any other Support Services provided by the Company





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**Terms and Conditions:**

**Date :**

1. Integration of library members' data in KOHA software should be done within 7 working days after providing members' data.
2. All the data, statistics, etc., built in the KOHA software shall be updated and made available within two working days to the Maynaguri College authority in desired file format without any condition.
3. The vendor needs to provide free support services for the first year of installment. The AMC shall be charged from the completion of one year of installation.
4. Annual maintenance charge after completion of 4 years shall remain negotiable.
5. The 40% advance shall be provided initially and rest 60% shall be provided after completion of installation and customization process.
6. The quoted rates should be inclusive of all taxes and duties.
7. Firm should submit detail of experience and technical persons available for the work.
8. A copy of the terms and conditions duly signed by the firm(s) in taken of having understood and agreed to the same should be attached along with the quotation.
9. The interested agencies shall pay Rupees 3,000 (Rupees Three thousand only) as Earnest Money Deposit in the form of Demand Draft in favour of 'The Teacher-in-charge, Maynaguri College, P.O.- Maynaguri, Dist- Jalpaiguri, PIN- 735224, West Bengal ' for enlistment along with Quotation. Amount shall be refunded for non-successful agencies.
10. Agencies should provide documents related to Valid PAN Number, GST Number, Professional tax clearance certificate, Trade license, Last year's Income tax clearance certificate, complete bank Account details.
11. The Authority reserves the right to either accept or reject any bid without assigning any reasons whatsoever and tenderer shall have no claim/s on this account.

Teacher-in-Charge  
Maynaguri College  
Teacher-in-charge  
Maynaguri College

Ref. MC/47/2023

Date: 25-02-23

No.....

**Copy forwarded for information for wide publication to:**

1. The Editor, Uttarbanga Sambad
2. The Editor, The Statesman Ltd.
3. College website- www.maynaguricollege.ac.in

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