



Krishna Kanta Handiqui State Open University

Patgaon, Rani, Guwahati-781017

Advertisement No: KKHSOU/Advt./2018/20

File No: KKHSOU/Lib./63/2007/Pt.

Date: 21-05-2018

Notice Inviting Tender

Krishna Kanta Handiqui State Open University, Guwahati invites sealed tenders from Registered Firms for “Implementation, support services, data migration on Koha Library Management System (LMS)” as per following technical details:

Sl No.	Name of Goods/Service/Work	Approximate quantity
1.	Latest version Koha ILS installation, configuration & customization on Debian 8.x Linux, includes Debian 8.x OS configuration, basic OPAC customizations, Operating System & Koha ILS updation (12 months)	One job
2.	Complete legacy data migration from SOUL v2. (approximately 20,000 Bibliographic data, 200 Patron & Circulation data)	One job
3.	Koha ILS Basic Support (for installed features)	One year

The tender must be submitted in Two Bid System (Technical & Financial) in separate envelopes duly superscribed with tender Advertisement No. Tender Notice details and send them by putting in Single envelope. The Technical & Financial bid should be addressed to “**The Registrar, KKHSOU, Patgaon, Rani, Guwahati-781017**” and it should be sent latest by 25/06/2018.

The firms should have GST registration and have to submit income tax clearance. The University reserves the right to reject any or all including the lowest quotation without assigning any reason whatsoever.

Sd/-

Registrar

Terms & Conditions

Quoted Price:

- i. All duties, taxes and other levies payable by the bidder shall be included in the quoted rate in the specified format (Annexure 1).
- ii. The rates quoted for each item/service shall be fixed for the duration of the contract and shall not be subject to adjustment.
- iii. Each bidder must submit only one quotation.

Validity of the offer:

180 days from the date of submission of tenders.

Terms of payment:

Payment will be made within 30 days from the delivery and acceptance certificate of concerned Department.

General Criteria for Koha software:

- i. The firm must be registered and have contributed at least 5 patches to Koha community.
- ii. The firm shall have minimum five years experience in Implementation, Data Migration, Training and Support Services on Koha (Open Source Library Management Software) on Linux platform in Academic/Public libraries;
- iii. The firm should have implemented Koha (Open Source Library Management Software) in at least 10 academic/public libraries with documented evidence (Annexure 2).
- iv. Total software solution should be FOSS based.
- v. The firm shall not have been blacklisted by any of the Departments/Ministries/organisation of the Government of Assam and India.

Other Terms & Conditions on services required

- i. Latest stable version of open source Koha Library Management Software (LMS) should be implemented.
- ii. Data Backup: Facility for easy regular data backup by the library personnel.

Financial Bid

Tender Advertisement No.:

Date:

Sl. No.	Particulars	
1.	Description of Item & Specification	
2.	Unit Price	
3.	Quantity	
4.	Discount %	
5.	GST	
6.	Installation charges	
7.	Any other charges	
8.	Total Price	

- i. Delivery Mode:
- ii. Total bid price should be inclusive of all taxes and levies, transportation, loading, unloading, etc.

Place:

PAN No.....

Date:

GST Registration No.....

Signature:

Name:

Seal:

CHECK LIST

Name of the Firm:

Requirements	Yes/No
Have the firm contributed at least 5 patches to Koha community?	
Have the firm minimum five years experience in Implementation, Data Migration, Training and Support Services on Koha (Open Source Library Management Software) on Linux platform in Academic/Public libraries?	
Have the firm implemented Koha (Open Source Library Management Software) in at least 10 academic/public libraries?	
Have the firm blacklisted by any of the Departments/Ministries/organisation of the Government of Assam and India?	
Provision of Database Back-up to staff system should be provided with one click.	
The system must allow printing/email of various alerts/notices.	

Previous Supply Order Format

Order placed by	Order No. And Date	Value of Order	Date of Completion of delivery	Has the software been installed satisfactory? (Attach certificate from the purchaser)	Contact person along with Ph. No.

Signature and Seal of the Firm

Place:.....

Date:.....