

**University Library**  
**Vasantrao Naik Marathwada Krishi Vidyapeeth,**  
**Parbhani**

No. U.L./CIS/522/17

Date: 18 December 2017

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**NOTIFICATION**

**Sub: Call for quotation: Koha installation on cloud**

University Library, Vasantrao Naik Marathwada Krishi Vidyapeeth, Parbhani invites sealed quotations for the installation of Koha (An open source integrated LMS) on cloud for the University Library and the constituent college libraries of Vasantrao Naik Marathwada Krishi Vidyapeeth, Parbhani. The quotations should reach on or before **26/12/2017** to the university library. The quotation should be in favour of **Librarian, Vasantrao Naik Marathwada Krishi Vidyapeeth, and Parbhani**. On the sealed envelope bold letters as **“Quotation for Koha Installation”** should be mentioned.

**Part – A: Nature of work**

The work details are as below –

- i. Koha installation on cloud for the University Library. The Constituent college libraries of Vasantrao Naik Marathwada Krishi Vidyapeeth , Parbhani should be created as branch libraries on Koha .
- ii. The constituent libraries should have access to their library operations on Koha. The bibliographic data of the constituent college libraries will be provided in MS-Excel and that bibliographic data should be imported in Koha.
- iii. University Library Data migration from SLIM-21 to Koha (At present the library consist of more than 80000 books and 8089 thesis).
- iv. Transfer of all transaction history with all patron data and serials data from SLIM-21 to Koha.
- v. Koha integration with RFID (Nedap RFID system is installed in the university library)
- vi. Web OPAC customization and design as per requirements of the university library.
- vii. Basic customizations of Koha as per university library requirements. The update versions of Koha should be provided with necessary technical support and training as per requirements of the university library.

- viii. Three days onsite training for the library staff and 15 days practice on training portal.
- ix. Report Templates as per the requirements of the University Library and the constituent college libraries.
- x. On call and onsite support (if required) for one year (tenure of one year will be considered from the successful installation with actual functioning of Koha in University Library).

**Part – B: Price table for quotation :**

The prices for work details should strictly be presented in following manner –

<b>S.N.</b>	<b>Particulars (work details)</b>	<b>Price</b>
01	Koha installation on cloud for the University Library and the constituent college libraries of V.N.M.K.V, Parbhani as branch libraries.	
02	Data migration of University Library from SLIM-21 to Koha (bibliographic data of more than 80000 books and more than 8089 thesis ) . Data Migration of constituent college libraries from MS-Excel to Koha.	
03	Transfer of all transaction history with all patron data and serials data from SLIM-21 to Koha	
04	Koha integration with RFID ( Nedap RFID system is installed in the VNMKV university library)	
05	Web OPAC customization and design as per requirements of the university library.	
06	Basic customizations of Koha as per university library and ICAR requirement. includes Koha data or Koha Back Up as per demands / requirements of ICAR time to time.	
07	Three days onsite training for the library staff and 15 days practice on training portal.	
08	Report Templates as per requirements	
09	On call and onsite support for one year. (Tenure of one year will be considered from the successful installation with actual functioning of Koha in University Library). Two onsite free visits should be included. In case of third onsite visit, the institute will pay only travel expenses of the concerned representative (Sleeper Class Railway Ticket / Sleeper Class Bus / Travel Ticket if railway route is not available. Air fare will not be paid) with hospitality.	
<b>TOTAL (Including GST)</b>		

## Part – C: Terms and Conditions

1. The Librarian reserves the right to reject any quotation without any reason.
2. The vendor must include their client list where they have installed Koha .
3. The librarian reserves the right to cancel the entire procedure without any reason.
4. The prices given in the quotation will be considered for the next three months from **26/12/2017**.
5. If there is any conflict between the university library and the service firm during the service period, the claim will be settled in the Parbhani 431 401 (M.S.) District Court.
6. In addition to all the features of Koha the service provider firm / agency should confirm that all the functions of the existing library automation system must be successfully migrated with Koha.
7. No advance payment will be released at the time of work order. The payment will be released after successful installation of Koha with 100% data migration (including bibliographic data of books and thesis, transaction history with all patron data and serials data) and actual functioning of Koha at University Library and the constituent college libraries of Vasantao Naik Marathwada Krishi Vidyapeeth , Parbhani.
8. The service provider firm should not share the bibliographic data of University Library and the constituent college libraries of the Vasantao Naik Marathwada Krishi Vidyapeeth, Parbhani with any other library or institution. The bibliographic data of University Library should strictly be kept confidential.
9. The service provider firm will maintain the proper bandwidth so that the services and operations of Koha on cloud will be accessible without delay of time.
10. Koha data or Koha Back Up as per the specifications required by ICAR should be provided time to time without any delay. **If the Koha data or format of information required by ICAR needs any customization or labour work, that should be provided in the cost of installation. For such works or customization, university library will not pay any charges. No delay in such cases will be entertained. The data or format of information required by the ICAR must be provided in stipulated time.**
11. Two free onsite visits should be included. In case of third visit for onsite support, the institute will only pay the travel expenses and hospitality of the concerned representative (Sleeper Class Railway Ticket / Sleeper Class Bus / Travel Ticket if railway route is not available. Air fare will not be paid by the university in any circumstances).

12. The work of Koha installation will be completed in \_\_\_\_\_ days from the date of the work order.

*Signature of the competent authority with seal*

**\*\* The service provider firm should type the terms and conditions (mentioned in the Part –C of this quotation) on the bond paper of 100/-Rs. with the statement that they will abide to the terms and conditions (Serial No. 1 to 12) mentioned in the Part-C of quotation call letter. Please note that the quotation must be properly sealed.**

### **Part – D: Enclosures with quotations**

Following enclosures should be attached with the quotation.

1. Photo copy of the Company / Service Agency Registration certificate / Licence with latest renewal.
2. Photo copy of GST registration details.
3. Photo copy of PAN details.
4. Bond paper of 100/-Rs. with typed terms and conditions and stating that the service agency/ firm accept the terms and conditions mentioned in the Part- C of quotation call letter . (Original Bond Paper)
5. One cancelled bank cheque.
6. Performance Certificate / Satisfactory Service Certificate from clients.

**Mailing Address:** Librarian, University Library, Vasantao Naik Marathwada Krishi Vidyapeeth, Parbhani – 431402 (M.S.)

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**Librarian**

**University Library**

**Vasantao Naik Marathwada Krishi Vidyapeeth, Parbhani**

#### **Copy to information:**

1. Notice Board – Director of Instruction and Dean (F/A) V.N.M.K.V , Parbhani
2. Notice Board – University Engineer , V.N.M.K.V , Parbhani
3. Notice Board – Comptroller , V.N.M.K.V , Parbhani
4. Notice Board – University Library
5. Webpage of Library (<http://vnmkvlibrary.in>)