



सत्यमेव जयते

Government of West Bengal
OFFICE OF THE PRINCIPAL
GORUBATHAN GOVERNMENT COLLEGE
AT GORUBATHAN, P.O. – FAGU
DIST. - KALIMPONG 735 231

Web: www.gorubathangdc.co.in; Email: ggdc.gbn@gmail.com



Memo No.: 141/99C/2024

Date: 28/08/2024

TENDER NOTICE

Sealed quotations are invited from eligible and reputed agencies/vendors for procurement/installation of KOHA (LMS) in cloud server environment for the Central Library, Gorubathan Government College. The sealed quotation should bear the superscription "Quotation for Installation/ Customization of KOHA LMS" and should reach to "The Principal/ Officer-in-Charge, Gorubathan Government College, Lower Fagu, P.O. Fagu, Gorubathan, Kalimpong, West Bengal- 735231" on or before 09/09/2024. The details of the works are mentioned below:

Description of Works and Services

Koha (ILMS) Cloud Subscriptions

- a) Installation of Koha LMS (Latest version) on Ubuntu OS in Cloud Server [24x7x365 Hosting]
- b) **Cloud Server Specification:**
 - Debian Cloud Server.
 - Cloud Storage : 30GB SSD
 - Processor: Xeon Processor
- c) Customization of Staff Client and Web-OPAC,
- d) E-mail setting and alert configuration
- e) Server maintenance
- f) Remote Support of Koha
- g) Upgradation with 1 Year maintenance.
- h) Patron and book data uploading from excel. Patron category creation.
- i) Item type creation
- j) Circulation fine rules setting.
- k) Cataloguing framework customization.
- l) Barcode/ QR code and Spine setting.
- m) Patron card design.
- n) Report creation.
- o) OPAC design.
- p) Logo setting in staff page.
- q) 5 days training on Koha for our Library Staff.
- r) Unlimited support service thought-out the year.



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Documents to be attached:

Self-attested documents in the following manner

- The vendor should have an office in West Bengal for fast problem solving. Documentary proof have to attached.
- The vendor should have implemented & upgraded Koha ILMS on Cloud Server in at-least 50 libraries of Higher Education Institute/Colleges in West Bengal. Kindly attach valid purchase order or Completion certificate/s.
- PAN card of the bidder.
- AADHAR card of the bidder.
- Up to date Trade License.
- GST registration certificate.
- Up to date Income Tax return.
- Up to date Profession Tax clearance certificate.
- Photocopy of first page of passbook of designated bank account.

Failure of submission of any of the above documents may render the quotation liable to be summarily rejected /cancelled.

Terms and Conditions:

- The vendor/ agencies needs to provide free support services for the first year of installment. After first year onwards, the cloud server cost along with the maintenance support fees should be clearly mentioned.
- Vendors must have prior experience in providing KOHA ILMS or similar library management systems. Vendors should provide the list of institutions that are using their services.
- The Office of the Principal/ Officer-in-Charge, Gorubathan Government College reserves the right to accept or reject any or all quotations without assigning any reason thereof.
- Library Management Software should be delivered and installed at the ultimate destination by the parties/agencies. No extra charges of damage and installation will be done by the College.

Shaldar
28.08.2024.
Officer-in-Charge

Gorubathan Government College

Officer-in-Charge
Gorubathan Government College,
Gorubathan, Kalimpong
Pin-735231