

OFFICE OF THE NODAL PRINCIPAL
GOVT. GANDHI MEMORIAL SCIENCE COLLEGE, CANAL ROAD,
JAMMU-180002

Dr. Satinder Singh
Principal



Phone: +91-0191-2578189 (O)
Fax: +91-0191-2578189 (O)
Mobile : +91-9419104522
e-mail : principalgmm@gmail.com
website : www.ggmsciencecollege.in

No: GGM/Sc/Coll/ 3023
Date: 6-11-2018

The Joint Director
Department of Information
Jammu J&K.

Sub: Tender Notice

Sir,

Kindly publish the Tender Notice enclosed vide No: GGM/Sc/Coll/ 3024 Dt: 6-11-2018 for favour of publication in the three local prominent daily newspapers at the earliest.

Thanking you

Yours sincerely


PRINCIPAL

Encl:- Tender Notice.

OFFICE OF THE NODAL PRINCIPAL
GOVT. GANDHI MEMORIAL SCIENCE COLLEGE, CANAL ROAD, JAMMU

Dr. Satinder Singh
Principal



Phone: +91-0191-2578189 (O)
Fax: +91-0191-2578189 (O)
Mobile : +91-9419104522
e-mail : principalggm@gmail.com
website : www.ggmsciencecollege.in

No: GGM/Sc/Coll/ 3024

Date: 6-11-18

Re-Tender Notice

In view of the inadequate response to our tender notice No. GGM/Sc/Coll/2785 dated 13-10-2018, sealed tenders affixed with revenue stamp worth Rs.5/- are again invited from reputed/registered firms for the automation and digitalization of Library of the college. The tender must be accompanied with CDR/demand draft of rupees ten thousand (Rs.10000) in favour of Principal, G.G.M.Science College, Jammu and must reach within 10 days from the date of notification of the tender notice in the news paper. All the terms and conditions will remain the same except the tenderer shall have to use his own scanner for digitalization process and rates of digitalization have to be quoted per page instead of per book. The tender document and other terms and conditions can be downloaded from the college website www.ggmsciencecollege.in

The firms who have already submitted the tender are requested to get back and resubmit the same with revised conditions.


PRINCIPAL

Terms and conditions for Automation and Digitalization of College Library

A) Library automation and Preparation of Bibliography Data base which include

1. Installation of KOHA
2. Processing of book records in AACR2, MARC 21 format
3. Classification by DDC Scheme
4. Subject heading by LC, Data fed up with Unicode ISO2709.
5. Database creation (fully web enabled) with import/export to any standard library software
6. Generation of bar codes and printing and pasting the bar code labels, three for each book
7. Providing and pasting of spine labels with transparent stickers highlighting the Class Number and Book Number of each Book.
8. Generation and printing of students/borrows cards with barcodes duly laminated.

B) Digitalization of Heritage books

1. Page-wise scanning of books
2. Conversion of hard copy to electronic copy of each book.
3. Manage and preserve all format of digital content
4. Search and browse through web.

Mandatory Conditions

1. The firm must have executed similar work in a Govt. college or university for which documentary evidence have to be enclosed.
2. The firm should be registered with income tax department and GST.
3. The work has to be completed in all respects within two months from the date of issue of work order.

4. All the work to be assigned are to be executed at the college library itself.
5. All technical equipments viz. computers, UPS, Bar code printers etc. **except scanner**, for the creation of database shall be provided by the college.
6. The data entry and data retrieval are to be made only by qualified professionals in the field under the supervision of Librarian.
7. The agency shall have to make all the modules of the KOHA software workable.
8. The firm has to provide hands-on training to Library staff and IT staff for effective implementation of the project.
9. EMD is liable to be forfeited in case the successful bidder fails to execute the order in time.
10. The Principal of the College reserve the right to reject any or all tenders without assigning any reasons thereof.

Govt. Gandhi Memorial Science College, Jammu

Tender Document for Automation and Digitalization of Library

1. Name of the agency/firm
2. Name of the Proprietor
3. Address of Registered Office
- E-mail Telephone/Mobile No./Fax No.....
4. PAN
5. GST No.
6. Detailed of Earnest Money Deposit: DD No.Date.....
- Rs..... Drawn on Bank
7. Financial turnover of the tendering agency over last three years:

Financial Year	Amount (in Lakh)	Remarks if any
2014-2015		
2015-2016		
2016-2017		

8. Cost of automation per book: Rs.
(In words: Rupees.....)
9. Cost of digitalization per page: Rs.
(In words: Rupees.....)
10. Development of smart cards/I.D. Cards for staff and students: Rs.
11. Annual maintenance cost for total automation activities: Rs.....

Date.....

Place:.....

Signature of the authorized person

Full Name.....

Seal :

DECLARATION

1. I/we have read all the terms and conditions of the tender carefully and these are acceptable to me/us.
2. I/we hereby declare that our firm/company is registered for the above work. I/We have technical infrastructure and technical staff for smooth and effective execution of the above work.
3. We have not been black listed by any Central/State Government /University/College/Undertakings-etc.

Name of the Tenderer:
Address:

Signature of the Tenderer
With seal and date