আম্বেদকর কলেজ

ফটিকরায়, উনকোটি, ত্রিপুরা

Ambedkar College

A Govt. Degree College Affiliated to Tripura University

(UGC 2f &12B recognized and NAAC Accredited)

Fatikroy, Unakoti, Tripura – 799 290

No. F.6 (20) **(A)**/AC/FR/RUSA/PUR/2015/171   Date: 14/08/2019

NOTICE INVITING EXPRESION OF INTEREST

       On behalf of Governor of Tripura, the undersigned hereby invites EOI in plain paper and sealed cover from bonafide firm/dealer/Agency library data entry with bar code integration with Library software "e-Granthalaya (Ver. 4.0)". The eligible firm/agency may submit their bid by 26th August, 2019 up to 4 PM. The EOI will be opened on 27thAugust 2019 at 11.00 A.M. in the presence of the bidders/ authorized representatives who are willing to remain present at the time of opening of the EOI. Bidding details i.e items, job description, Terms & conditions may be downloaded from the college website: www.actripura.edu.in

Dr. Subrata Sharma
Principal in-charge

Copy to:
1. The Director, Department of Information & Cultural Affairs, Govt. of Tripura, Agartala for favour of kind information with a request for a single insertion in 3 (Three) local dailies (Bengali & English).
2. To the Project Director, RUSA, DHE, Siskha Bhawan, Agartala, Tripurar.
3. To the Director, DHE for information and kind favour to upload the same in Tripura State portal for tender.

Terms and Conditions

1. Bidder should be a company registered in India under the Company Act or should be Public sector organization. Furnish certificate of registration.
2. Rate, technical specification, Make and model no., delivery/freight charge, installation fee if any and other shall be mentioned accordingly with related supportive documents.
3. The tender should be supported with the following documents and original of the same will be verified at the time of opening of quotation.
    A. GST registration and Income Tax Clearance Certificate for current year.
    B. Authorized dealership certificate.
    C. Copy of PAN
4. The bidder should have experience of similar works in reputed Universities/College/research institutes. Customer list and evidence need to be submitted.
5. The bidder shall sign all the pages of the bid.
6. The bidders shall quote rates inclusive of all taxes and duties, if any.
7. The vendor should have their own bank account in the name of the registered agency.
8. Sealed quotations are to be addressed to the principal, Ambedkar College, Fatikroy, Unakoti, Tripura and sealed cover should be super-scribed as "quotation" in capital words.
9. The bidders shall clearly mention the responsibility and requirements from the Library staff.
10. The bidder should arrange onsite training of the system to the library staffs.
11. The bidder shall clearly specify their service and maintenance option to ensure that the functioning of the proposed software after installation.
12. Time – Essence of Contract: The time allowed for completing the work and handing over the same shall be 60 days after issuing of work order and shall be strictly observed by the bidder. The Work shall proceed with due diligence until Final Completion. Bidders hall have no right or claim for the extension of the contract in any circumstances.
13. 100% Payment will be made through PFMS only after the proper supply, successful completion and demonstration. Request for advance payment in any case will not be entertained.
14. The college authority has the right to modify or cancel the entire process of purchase.
15. Necessary Taxes will be deducted by the office, if required.

Dr. Subrata Sharma
Principal in-charge
Ambedkar College

TECHNICAL SPECIFICATION FOR DATA ENTRY IN E-GRANTHALAYA SOFTWARE

The Data Entry Operator should have working experience in Library Software "**e-Granthalaya (Ver. 4.0)**" on different modules like Database Administrator, Library Administrator, Master Data, Books Acquisition, Cataloguing, Circulation, Serials etc.

Library Data Entry with Bar Code Integration

SL. No	Details of Work	Rate/Qnty
1	**Book Catalogue Entry** includes **Barcode generation, label printing and embedding.** There would be approximately 30-35 nos. of field entry (e.g. Acc. No., Authors Name, Book Title, Classification, price, ISBN no., Bill details etc.) for digital cataloguing of books in our college library This would also include integration of bar code entry, label printing(3 no.s) & embedding on books.	**(i) Rate per unique title (with multiple copies)** (This is the rate for unique titles of books. As multiple copies just need coping of unique title with only few field modification) **(i) Rate per copy (copies of unique title)** (This is the rate for multiple copies of a unique title of books. As copies just need coping of unique title with only few field modification) Entry including bar code entry in the Library Software, label printing & embedding/pasting. (Approx. 30-35 field entry for each book)
2	**Library Member (Staff & Students) Digital ID card and Barcode integration, label printing in glossy paper and embedding** New member/user creation for Library Digital	**Rate per member /student** Entry including bar code entry in the Library Software, label printing & embedding/pasting.

membership ID creation for all students and staff for our college, Master database entry along with barcode integration with label printing and embedding on ID card. This would include approx. 15-20 nos of field entry for members details (like Name, Designation etc.) along with attached photos (scanned or webcam) & signature(scanned or digital)	(Approx. 15-20 field entry for Library ID)

[Note:
1. Barcode Printer, Scanner and printing consumable etc. would be provided by our college
2. The rate for data entry for books to be provided in two parts. One for the titles with multiple copies and the second for copies with same title.
3. The data entry to be done on the Library Automation software to be developed and installed in our college library computer. *The number of field entry may slightly increase/decrease as per our final requirement and to be considered by the bidder. The interested bidders may visit our college for getting an idea of our requirements and clarification if any]*