No. NMC/ 2655   Date : 28/05/2019

Notice

Notice Inviting quotation for installation , customisation and cloud Implementation of KOHA Library Management System (LMS), in the Central Library of N R S Medical College.

Sealed Quotations are invited from bonafide I T or IT associated firms(s) for **installation, customisation and cloud Implementation of KOHA Library Management System (LMS), in the Central Library of N R S Medical College.** Quotations are to be submitted at the office of the undersigned on or before   4TH June by 2 P.M.

A. INSTALLATION AND CUSTOMISATION :

STANDARD OPEN SOURCE KOHA LATEST VERSION WITH ALL THE FEATURE SHOULD BE INSTALLED ON LINUX OPERATING SYSTEM LIKE UBENTU TS

Technical specifications & Special Conditions for Open Source Integrated Library Management Software
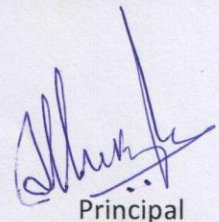
Sl. No.	Requirement	Specification
		General Requirement
1	KOHA Function / Modules	The ILMS should support all the major library Housekeeping function listed below. ➢ Circulation ➢ Acquisition ➢ Cataloguing ➢ Authority control ➢ Web OPAC ➢ Serial control ➢ Import/export of record ➢ Reporting ➢ System Management ➢ Inventory ➢ Multimedia ➢ Bar code and Spine Label
	Customization	KOHA ILMS need to be customized according to local requirement of the Library, NRS Medical College. At the time of installation and during the period of one year of maintenance. Circulation Module should have the facility to scan member photo on membership card and online reservation , Email, and SMS integration with Issue/return/overdue notice with feature to check the status.

B . Rates for Date entry in KOHA software .Rates should be made on the basis of per copy of book .

Pre-bid Conference and presentation will be held on 31.05.... At 2019 at 2 . P.M. Interested firms are requested to attend the pre-bid conference in the date and time as mentioned with their presentation.

Details Module and others is annexed in Annexure -1

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KOLKATA-700014.

		ANNEXURE-1		

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1	KOHA FUNCTION / MODULES	THE ILMS SHOULD SUPPORT ALL THE MAJOR LIBRARY HOUSE KEEPING FUNCTIONS LISTED BELOW: 1.CIRCULATION 2.ACQUISITION 3.CATALOGUING 4.AUTHORITY CONTROL 5.WEB OPAC 6.SERIAL CONTROL 7.IMPORT/EXPORT OF RECORDS 8.REPORTING 9.SYSTEM MANAGEMENT 10.INVENTORY 11. MULTIMEDIA, ETC. 12. BAR CODE AND SPINE LABEL
2	CUSTOMISATION	KOHA ILMS NEED TO BE CUSTOMISED ACCORDING TO LOCAL RECUIREMENT OF THE LIBRARY, NRS MEDICAL COLLEGE AT THE TIME OF INSTALLATION AND DURING THE PERIOD OF ONE YEAR OF THE MAINTENANCE.CIRCULATION MODULE SHOULD HAVE THE FACILITY TO SCAN MEMBER PHOTO ON MEMBERSHIP CARD AND ONLINE RESERVATION, EMAIL AND SMS INTEGRATION WITH ISSUE/RETURN/OVERDUE NOTICE WITH FEATURES TO CHECK THE STATUS.
3	STANDARDS	SHOULD COMPATIBILITY WITH AN OPEN ARCHITECHTURE SYSTEM AND SUPPORT VARIOUS INTERNATIONAL STANDARDS. THE SYSTEM SHOULD SUPPORT THE INTERNET STANDARDS TCP/IP,SMTP,MIME,HTTP,SSL,AND INTERACTIONS WITH EXTERNAL SYSTEMS NEED TO SUPPORT THE FOLLOWING STANDARDS: 1. ANSI/ISO/239.50(ISO23950)ON BOTH SERVER AND CLIENT . 2. RECORD SYNTAXES:MARC21,UNIMARC, USMARC 3. NCIP AND SIP2 FOR RFID INTEGRATION 4. OAI-PMH AND REST API BASED WEB SERVICES MUST BE CONFIGURED PROPERLY FOR ALL POSSIBLE END POINT 5. INTEGRATION WITH INSTITUTION LDAP SERVER
4	MULTILINGUAL	THE SYSTEM SHOULD BE CAPABLE OF MAINTAINING MULTIPLE LANGUAGES USING UNICODE.
5	RFID SUPPORT	THE SYSTEM SHOULD HAVE SUPPORT FOR NCIP/SIP2 PROTOCOL FOR RFID
6	AUDIT TRALL	COMPLETE AND COMPREHENSIBLE LOG SHOULD BE PROVIDED TO LIBRARY ADMINISTRATOR CONTAINING DETAILS OF ALL TYPE OF ACTION AND ASSOCIATED LIBRARY STAFF AND PATRONS(IF ANY)
7	BARCODES SUPPORT	THE SYSTEM MUST BE ABLE TO HANDLE BARCODES IN DIFFERENT FORMATS LIKE EAN-13, SICI/SISAC AND ABLE TO CUSTOMISED AS PER LOCAL NEEDS OF THE LIBRARY
8	HARDWARE PLATFORM	THE SERVER SHOULD RUN ON THE LATEST RHEL BASED LINUX PLATFORMS
9	BACK UP AND RECOVERY	CABABLE TO DO FULL BACK UP AND RESTORE OF DATA OF THE ILMS
10	SECUIRITY	VARIFICATION OF USERS SHOULD BE DONE IN A SECURE MANNER AND IT SHOULD HAVE FACILITY TO SET DIFFERENT SECUIRITY SETTING FOR USERS AND STAFF
11	SUPPORT	PROBLEM REPORTS MUST BE LOGGED ON THE HELP DESK DATABASE AND LIVE UPDATE OF THE SUPPORT HAS TO BE PROVIDED.
12	ARCHITECTURE	THE SYSTEM MUST BE WEB BASED. THE APPLICATION SHOULD NOT RECUIRE ANY PROPRIETARY SOFTWARE LIECENSES
13	DATABASE	THE BACK END DATABASE MUST BE ROBUST USING MSSQL

14	CLIENT SOFTWARE	THE CLIENT OPERATIONS MUST BE WEB BASED (PLATFORM INDEPENDENT)
15	CLIENT INTERFACE	LIBRARIAN INTERFACE (CLIENT SOFTWARE) MUST BE WEB BASED THE INTERFACE SHOULD COMPITIBILITY WITH Z39.50 SERVERS.
16	OPAC INTERFACE	THE MAIN OPAC INTERFACE FOR THE USER OUT SIDE THE LIBRARY MUST BE A WEB
17	IMPORT AND EXPORT OF DATA	THE SYSTEM MUST SUPPORT THE IM[PORT AND EXPORT OF RECORDS FROM DIFFERENT TYPE OF DATA MEDIA SUCH AS TAPE,CD-ROM,HAR DISK,MS-EXCEL/CSV FILES,DISKETTE ETC.
18	IMPORT/EXPORTC STANDARD	THE SYSTEM SHOULD SUPPORT ONLINE IMPORT AND CONVERSION OF RECORDS FROM LEGACY SOFTWARE.ALSO IT MUST PROVIDE EXPORT OPTION OF ALL RECORDS IN STANDARD FORMATS(CSV/XML/MAR)
19	REST API	ALL FUNCTIONALITIES MUST HAVE REST API INTERFACE, AND THE WHOLE SOFTWATRE SHOULD BE OPERATED USING ANY REST API CLIENT.
20	OAI-PMH INTERFACE	OAI PMH INTERFACE MUST BE PROVIDED IN ORDER TO SUPPORT AUTOMATED HARVESTER.
21.	LDAP INTEGRATION	USER AUTHINTICATION MUST BE INTEGRATED WITH INSTITUTE LDAP SERVER.
22	REPORTS AND STATISTICS	LIBRARY SYSTEM MUST SUPPORT EXHAUSTIVE MANAGEMENT OF STATISTICS AND REPORTING FUNCTIONS ALLOWING THE LIBRARY TO BE ABLE TO CREATE THEIR OWN REPORTS.
23	OPAC Access Links	MUST BE POSSIBLE TO ALLOW ACCESS TO WEB-BASED SERVICES BOTH FROM WITHIN THE STAFF CLIENT AS WELL AS FROM THE WEB OPAC USING THE LINK TAG IN MARC RECORD.
24	OPAC Searches	1. SEARCH A RECORD AS A WHOLE (ANY FIELD) 2. SPECIFY ANY VARIABLE FIELD TO SEARCH 3. BOOLEAN SEARCH 4. CATEGORIES a. AUTHOR, TITLE, SUBJECT, PUBLISHER, CALL NUMBER, BARCODE NO, ACCESSION NO ETC.
25	Indexing	ALL INDEXES AND RECORD DISPLAYS MUST BE UPDATED IN REAL-TIME. ALL FIELDS AND SUB-FIELDS SHOULD BE AVAILABLE TO BE KEYWORD AND/OR STING INDEXED WITH A FLEXIBILITY IN DEFINING INDEXES.
26	Web Opac Customisation	SHOULD BE CUSTOMISED AS PER THE REQUIREMENT OF THE LIBRARY, NRS MEDICAL COLLEGE.
27	Circulation System	1. Check-in 2. Check-out 3. Renewal 4. Reservations 5. Fines/Fees 6. Statistics/Reports
28	Patron records	1. Name 2. Permanent Address 3. Local Address 4. Member card no 5. Category 6. Department 7. Phone no 8. Email ID 9. Alternate Contact person 10. Date of joining 11. Date of expiry 12. Notes 13. Etc.
29	Barcode generator	The system must include a utility which can be used to print barcode labels for the library terms.
30	Import of bibliographical records	Must be able to import records in the MARC21 format, which is integrated with the cataloguing (and acquisition) module
31	Authority Control	Must be able to create or maintain authority control for 1. Personal and corporate name

		2. Conferences
		3. Uniform titles
		4. Series titles
		5. Subjects
		6. Name/title combination
32	Data entry	Full screen data entry area for cataloguing.
33	Output	Must be possible to export records in standard MARC format
34	Order Initiation	1. Check for duplication of titles from an order, received and web OPAC, recommendation of books. 2. All data entered at acquisition should be used throughout. 3. Option to download bibliographic data
35	Approval	1. Flexibility in including specific titles on an approval list 2. Amendment in approval list prior to its printing 3. Budget/Expenditure analysis 4. Budget allocation among different units and its maintenance
36	Placing Order	1. Purchase order printing 2. Title/publisher/vender wise order 3. Amendment/cancellation of order 4. Incorporation of special delivery condition 5. Standing order from annual publication 6. Proposal for prepaid orders, cancellations, claims etc.
37	Receipt of order	Procedure to record/edit the details of items received.
38	Invoice Processing	1. Permit more than one invoice per order 2. Editable: units' price, variable discounts, exchange etc. 3. Exchange rate of various user defined currency. 4. Keep up to date order status with relation to titles ordered, received, accessioned. 5. Barcode generation
39	Order Follow up	1. Periodic overdue/reminder 2. Online printing of follow up notice
40	Online Queries	1. Maintain statistical details of the Vendor 2. Title in the process of acquisition 3. Pending/overdue/for a specific order details of the title ordered/received/invoices etc. 4. List of invoices with the library / Finance 5. Section, and for specific invoice, details of items accessioned against it and payment details, if any. 6. List of vendors, giving title received on approval, pending title. 7. Budget analysis of title in the process of acquisition process 8. Order details by accession number/supply order number etc
41	Standard & customised report	1. Approved request form 2. Title in the process of acquisition 3. Pending orders, overdue orders and for a specific title details of the same 4. List of invoices with the library and finance 5. List of vendors, giving titles received on approval/pending 6. Budget analysis of the title in the process of acquisition 7. Order details of the accession number/ supply order number or any other
42	subscription	1. Duplicate check 2. Print of Approved/Rejected Title 3. Print purchase order for single/package subscription 4. Print purchase order by department/publisher/vendor wise.
43	Subscription Renewal	1. Renewal order printing 2. Separate order with additional serial 3. Cancel supply order of single/all titles from a particular order
44	Subscription Extension	Extension specified as 1. Period extended up to 2. No of issues not received 3. Last volume/issue no

45	Invoice Processing	1. More than 1 invoice item per order 2. Allow changes in subscription, period, volumes, issue nos., etc. 3. Supplementary invoice for any title. 4. Accept/Update subscription details
46	Receiving Issues	1. Well-designed screen with minimum possible data 2. Recording of issues by volume/issue number or date and barcode 3. Facility to record receipt of regular issues, various indexes, special/additional issues, supplements etc.
47	Customised claim monitoring	1. Provision for claim of each title of packages or bundle subscription 2. Claim of payment of non-receiving items
48	Binding Control	Full facility of the same
49	Cataloguing	Catalogue generation for current journals and serial holdings according to MARC21, CCF, AACR-II, RDF
50	Online Queries	Serial related queries are 1. Titles in bindery 2. Recent Arrivals
51	Standard & Customised Reports	Reports generated by the serial system include: 1. Order form 2. List of completed volumes 3. Bindery order 4. Accession register 5. Current arrivals 6. Classified and Specialized indexes 7. Budget analysis 8. Indexing of articles available 9. Missing issue list 10. Duplicate issue list 11. Notice for 'not received', overdue, soiled/damaged issues 12. Subscription of renewal order 13. New subscription order 14. Claim for missing 15. List of current subscription with sorting 16. List of titles added and deleted titles for the particular year.

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