

# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

ESTD.- 1966

Narajole ⊕ Paschim Medinipur

P.O.- NARAJOLE  
DIST.- PASCHIM MEDINIPUR  
PIN CODE- 721211  
WEST BENGAL

Email: narajolerajcollege@rediffmail.com  
Ph.- 03225-259755

Memo No.....

Date.....

## Narajole Raj College

## Narajole, Paschim Midnapur

Tender Notice No: 03/NRC/Tender/2023

dated: 17/02/2023

Sealed Tenders are invited from qualified software vendors for "Data Entry of Books in Library".

The technical and price bid should be as per format mentioned in the tender document, and should be addressed to "To The Vice- Principal, Narajole Raj College, Narajole, Paschim Midnapur" and it should be sent latest by 28/02/2023 at 17:00 hours.

For any clarification please contact:

Contact Person: Dr. Ranajit Kumar Khalua  
Contact details: 9434417302

  
  
Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

ESTD.- 1966

Narajole ⊕ Paschim Medinipur

P.O.- NARAJOLE  
DIST.- PASCHIM MEDINIPUR  
PIN CODE- 721211  
WEST BENGAL

Email: narajolerajcollege@rediffmail.com  
Ph.- 03225-259755

Memo No....03/NRC/Tender/23

Date...17/02/23....  
Annexure-I

Narajole Raj College  
Narajole, Paschim Midnapur

Sub: Invitation of quotation for "Data Entry of Books in Library".

DESCRIPTION	SPECIFICATIONS	QUANTITY
Data Entry of Books	Data Entry of Books in MARC 21 format in Koha ILMS, (Fields selected by Librarian) Classification of books as per DDC 23rd Edition (Book No. + Author Mark)	10,000 books apprx.

## Terms & Conditions:

### 1. Quoted Price:

- Price should be quoted on Unique Title and Copies based
- All duties, taxes and other levies payable by the bidder shall be included in the quoted rate. GST if any should be quoted separately.
- The rates quoted for each item/service shall be fixed for the duration of the contract and shall not be subject to adjustment.
- Each bidder must submit only one quotation.
- The Institute reserves the right to reject any vendor(s) without assigning any reason thereof for the interest of the institute and lowest rate may not be the only criteria for the selection of the bid.

### 2. Validity of quotations:

- Proposals received beyond the deadline will not be opened.
- Email or Facsimile quotations are not acceptable.
- The quotation shall remain valid for a period not less than 60 days after the deadline fixed for submission of quotations.

### 3. Eligibility Criteria for KOHA software (Documentary Proof should be attached with Technical Bid)

- The Vendor should have an office for KOHA support in West Bengal.
- The Vendor must be registered under Companies Act of Indian Government.
- The Vendor should provide valid PAN, GST Registration Certificate, and Trade License.

*[Signature]*  
Dr. Ranajit Kumar Kharia  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211



# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

ESTD.- 1966

Narajole ⊕ Paschim Medinipur

P.O.- NARAJOLE  
DIST.- PASCHIM MEDINIPUR  
PIN CODE- 721211  
WEST BENGAL

Email: narajolerajcollege@rediffmail.com  
Ph.- 03225-259755

Memo No..03/NR/ Tender/23

Date...17/02/23.

- d. The Vendor should have implemented & automated at-least 50 libraries of Higher Education Institute also at least 10 Universities using Koha in West Bengal. Kindly attach valid Purchase order or Completion certificate/s.
- e. The Vendor should have done Library service project work at-least 20 libraries of Higher Education Institute also at least 10 Universities using Koha in West Bengal. Kindly attach valid Purchase order or Completion certificate/s.
- f. Data entry work must follow MARC 21 compatibility with the required metadata tags therein.
- g. It must follow the Web 3.0 standard.
- h. It must have the RSS (Real Simple Syndication) feed burners included therein.
- i. It must follow the PICS (Platform for Internet Content Substance) accreditation parameters prescribed therein.
- j. No restrictions on number of records & Housekeeping users should be kept.

#### 4. OTHER TERMS AND CONDITIONS

1. NARAJOLE RAJ COLLEGE reserves the right to accept / reject any/all quotations in part/full without assigning any reason thereof.
2. Basic Eligibility Criteria to be abider:  
The Suppliers shall not be under a declaration of ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies.
3. All rates shall be inclusive of all charges, tax, duty, cess, carriage etc.
4. Other terms and condition will be followed according to Govt. rules.
5. The undersigned preserve the right of rejection or acceptance of any quotations without assigning any cause of such rejection or acceptance.
6. Payment: The payment will be made through CHEQUE by NARAJOLE RAJ COLLEGE to the bank account as mentioned in the bank mandate.

s/d  
Dr. Ranajit Kumar Khalua  
Vice Principal, Narajole Raj College

Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211

# NARAJOLE RAJ COLLEGE



NAAC Accredited 'B' Grade College

ESTD.- 1966

Narajole ⊕ Paschim Medinipur

P.O.- NARAJOLE  
DIST.- PASCHIM MEDINIPUR  
PIN CODE- 721211  
WEST BENGAL

Email: narajolerajcollege@rediffmail.com  
Ph.- 03225-259755

Memo No....03/NRC/Tender/23

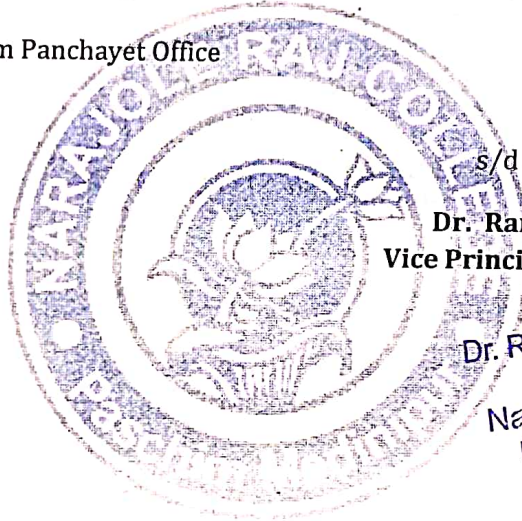
Date...17/02/23.

Memo No.: 03/NRC/Tender/2023

Dated: 17/02/2023

Copy forwarded for information and necessary action to:

- 1) Convener, Technology Committee for uploading in college web-site
- 2) College Notice Board
- 3) Office File
- 4) Nij Narajole Gram Panchayet Office



s/d  
Dr. Ranajit Kumar Khalua  
Vice Principal, NarajoleRaj College

Dr. Ranajit Kumar Khalua  
Vice-Principal  
Narajole Raj College  
Narajole, Pin - 721211