



Government of West Bengal
Government General Degree College, Kalna-I

Office of the Principal

Muragacha, Medgachi, Purba Bardhaman-713405

Website: www.ggdck.ac.in; E-mail: govt.collegekalna1@gmail.com

No. GGDCK/TEN/KOHA/276/2022

Date: 04.11.2022

NOTICE INVITING TENDER

TENDER NOTICE INVITING SEALED QUOTATIONS FOR HOSTING, INSTALLATION, CONFIGURATION AND CUSTOMIZATION OF THE LATEST VERSION OF KOHA ILMS FOR ONE YEAR FOR CENTRAL LIBRARY OF GOVERNMENT GENERAL DEGREE COLLEGE, KALNA-I

Quotations are hereby invited by the Principal, Government General Degree College, Kalna-I, Muragacha, Medgachi, Purba Bardhaman-713405 from reputed Firms/ Agencies/ Authorised Organizations in strict adherence to the guidelines of Government Rules and Regulations for the installation and customization of the following project:

Name of the Work

1. Hosting of the latest version of KOHA ILMS.
2. Hosting, installation (all core modules which include cataloguing, circulation, acquisition, serial, reporting etc.), configuration and customization of the latest version of KOHA ILMS for one year.
3. Web OPAC.
4. Weekly backup support.
5. Miscellaneous reports.
6. Data migration from excel sheets.
7. Barcode/QR Code generation.
8. In-out management integration.
9. Book submission alert messages and other associated works on the basis of library requirements.
10. Onsite training of library personnel and call-log support through online ticket system.

Dinesh
Principal
Government General Degree College
Kalna-I



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Website: www.ggdc.ac.in; E-mail: govt.collegekalna1@gmail.com

About the Central Library:

Currently, GGDC, Kalna-I Central Library has collection approximately around 20,000 books.

General Instructions

Offers in sealed covers are to be submitted to the box kept in the Office of the Principal. Both Technical bid and Financial Bid are to be submitted in separate sealed cover. All papers must be submitted in English language. Rates are to be quoted inclusive of all charges and applicable taxes. No other charges other than the contractual amount will be entertained. The TIA reserve the right to accept or reject any bid without assigning any reasons whatsoever and tenderer shall have no claim on this account. More information if any can be obtained from the college library during the working hours.

Date and Time Schedule of the tender:

Bid submission starts: **04/11/2022**

Last date for submission of quotation: **16/11/2022 at 2 pm.**

Sealed covers will be opened on: **17/11/2022 at 3 pm.**

All the agencies should submit necessary documents like current Trade License, GST registration certificate, ITR of last financial year, copy of PAN card & Cancelled Cheque etc.

Those who are interested may also contact the undersigned for necessary and further information regarding the specific items.

[Signature]
Principal

Government General Degree College, Kalna-I

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ANNEXURE-I

(To be furnished in the Company's official letter pad)

1	Name of the Bidder	
2	Address for Communication	
3	Contact Number(s)	
4	E-mail ID	
5	Trade License No. (Please enclose copy of Trade License)	
6	GST No. (Please enclose copy of GST)	
7	PAN(Please enclose copy of PAN Card)	
8	Do you have previous experience for doing these projects mentioned in the NIT at Educational Institute of Higher Learning? (Please enclose copy of Work order & user list, if yes)	Yes/No (Please put tick mark)
9	Annual Turnover in Rs. as per Audited P/L ACCOUNTS & BALANCE SHEET	

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the College.

Signature of the Bidder
(With Seal)


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FINANCIAL BID

Sl. No.	Description of Work	Amount in Rs. (All inclusive)
1	Hosting, installation, configuration and customization of the latest version of KOHA ILMS and other associated works for one year	
2	Service Tax/GST/Other Applicable Taxes	
3	Total (Sl. No. 2 + 3)	

Note: L1 will be decided based on Sl. No. 3 above

Authorized Signatory

Name

Designation

Name of the Company

Address

D. Singh
Principal
Government General Degree College
Kalna-I