

Short Term Tender Notice

Sealed tenders are invited on prescribed tender form from the Service Providers of Standard Products/ Registered Societies/ Institutions for the Library Software.

1- Procurement of Library software for library automation.

All the terms and conditions are stipulated in the tender form. Tender documents may be had on any working day between 2.12.11 to 17.12.11 upto 2:00 pm on payment of Rs. 1000/- in cash or through DD drawn in favour of the **AAO, Kumaun University, SSJ Campus, Almora** payable at Almora. Add Rs. 50/- for tenders by post. The duly filled in tenders shall be accepted up to 4:00 pm on **22.12.11** by registered post/speed post. University will inform the bidder about bid opening date time later on. The university shall not be responsible for any postal delay or otherwise and reserves the right to accept/reject any tender or part thereof without disclosing any reason. All the Information regarding earnest money etc against work/supply items are enclosed with tender form. Tender form may also be downloaded from our website www.kuntl.in . Bank draft of Rs. 1000.00 is to be enclosed with downloaded tender form.

DIRECTOR

KUMAUN UNIVERSITY SSJ CAMPUS, ALMORA

TENDER DOCUMENT

1. (a) Tenders should be sent in sealed cover in the Office of the Director, Kumaun University, SSJ Campus, Almora-263601 (Uttarakhand), duly written on the top of the sealed envelop **“TENDER FOR Library Software.**
(b) Tenderers may send tender in sealed cover by Registered post/speed post. However, the University takes no responsibility for postal delays.

2. **The tenderers should quote the rates in figures as well as in words and total amount tendered by them in the prescribed column.** Alteration, if any, unless legibly attested by the tenderers, with their full signature shall invalidate the tender. Each page of tender should be signed by the tenderer himself/themselves or by his/their authorised agent on his/their behalf. In case the tender is signed by the agent, the authority letter in his favour must be enclosed with the tender.

3. Sealed tenders are to be submitted along with the earnest money deposit, failing which the tenders shall be rejected. The terms and conditions shall also accompany the tender documents indicating the compliance of the party with the same.

4. Tenderers are advised to submit technical and financial bid separately with the remark “Technical Bid for Library Software” and “Financial Bid for Library Software” on the top of the cornered envelop.

5. It is made clear that the financial bid of only technically qualified bidder(s) will be opened by the University, tenders who do not qualify in the technical bid will not be entertained.

6. The University reserves the right to ask for technical presentation for technically qualified tenderers, if needed, before opening the financial bid.

7. The tenderers should take care that the rates/amounts are written in such a way that interpolation is not possible. No blank should be left which would otherwise make the tender liable for rejection.

8. The tenderers submitting their tenders would be deemed to have considered and accepted all the terms and conditions. No enquiries, verbal or written shall be entertained in respect of acceptance or rejection of the tender.

9. The quantity shown in the schedule is tentative and may be increased or decreased to any extent depending upon the actual requirement.

10. The tender shall specify after-sales service facilities within the guarantee period and after the guarantee period. The warranty period will be extended for the period for which instruments/ Services remaining out of order during warranty period.
11. The tenderers shall also confirm the free installation/commissioning, demonstration and on-site training to the concerned staff of the University, if so required.
12. The tenderer shall submit the pre-requisite information, like electrical details etc. within two weeks from the date of receipt of establishment of letter of credit/purchase order.
13. The University reserves the right to cancel/reject in full or any part of the tender without assigning any reason.
14. Any action on the part of the tender to influence anybody of the University will make his tender liable to rejection.

COMPLETE AGREEMENT :

15. The tenderers shall submit offer with the original copy of the tender document duly signed by them on each page. Item wise rating, indicating units can be offered on letterhead of the firm.
16. The University may, in writing make any revision or change in the work order, including additions or deletion from the quantities originally ordered in the specifications or drawing. If any such revision/changes affect the price or delivery, the same shall be subject to the adjustment of price or delivery, where required, on a reasonable basis by mutual agreement in writing which should be communicated.

CANCELLATION :

17. The University reserves the right to cancel the work order in whole or any part thereof and shall be entitled to revise the contract completely or in part by a written notice to the vendor, if:
 - (a) the vendor fails to comply with the terms of the work order including specifications and other technical requirements.
 - (b) the vendor becomes bankrupt or goes into liquidation.
 - (c) the vendor fails to deliver the goods/complete the work in time and/or does not replace the rejected goods promptly.
 - (d) a receiver is appointed for any of the property owned by the vendor.

Earnest Money :

18. Earnest money of Rs. 12,000 shall be paid in the shape of bank draft drawn in favour of the **AAO, Kumaun University, SSJ Campus**, payable at **Almora** along with the tender bid. After the finalization of the tenders Earnest money so deposited shall be refunded to the party concerned.

SECURITY :

19. The firm in whose favour the tender shall be accepted and to which order is placed shall be found to deposit an FDR as security, pledged in the name of "AAO, Kumaun University, SSJ campus, Almora" for the Guarantee/Warranty Period. The amount of the FDR is given below in the table.

S.N.	Work	Amount (in RS.)	Period
1-	Library Software	30,000	Guarantee/Warranty Period

Price :

20. Unless otherwise specified in the order, the order price shall remain firm and will not be subject to escalation on any description during the pendency of the order, notwithstanding the change in the cost of materials and components that may take place while the order is under execution even if the execution of the order is delayed beyond the completion date specified in the order for any reason whatsoever.

VALIDITY :

21. All goods or materials shall be supplied by the tenderers whose tender is accepted, strictly in accordance with the specifications, drawing data sheets.
22. All materials furnished by the seller pursuant to this order (irrespective of whether engineering design, data or other information has been furnished reviewed or approved by the owner) are guaranteed to be of the best quality of their respective kind (unless otherwise specifically authorised in writing by the owner) and shall be free from faulty design (to the extent such design is not furnished by the owner) workmanship and materials and to be of sufficient size and capacity and of proper materials so as to fulfil in all respects and operating condition, if any, specified in this order.

23. If any trouble or defect originates with the design, material, workmanship or operating characteristics, of any materials arise at any time covering a period of twelve (12) months from the date of satisfactory handing over the equipment duly installed, commissioned or eighteen (18) months from the date of last shipment of good/materials, whichever period shall expire last and the seller is notified thereof, the seller shall be bound to take corrective measures at his own expenses and as may be necessary to permit the materials to function in accordance with the specifications and to fulfil the foregoing guarantee.
24. The University may at the option, remove such defective materials if the seller does not make alternation, repairs and replacement, at the seller's expenses in which event the seller shall, without any cost of the instrument/part and as promptly possible, furnish and install proper materials, Repaired or replaced materials shall be similarly guaranteed for a period of not less than eighteen (18) months from the date of shipment.
25. In the event that the materials supplied do not meet the specifications and are not in accordance with the drawings, data sheets or the terms of this order, rectification is required at site, the University shall notify to the seller giving full details of difference. The seller shall attend the site within seven days of receipt of such notice to meet and agree with representative of the University, the action required to correct the deficiency.
26. If the seller fails to attend meeting at site within the time prescribed above, the University shall immediately get that rectified. The work/materials, and seller shall reimburse the University all costs and expenses incurred in removing such trouble or defect. The offer must be accompanied with offer for AMC (with or without spares). Warranty of equipments with all spares must be mentioned/indicated clearly. The seller will also enclose an undertaking for after sale service after the expiry of warranty/AMC.

PAYMENTS :

27. Time delivery as mentioned in work order shall be essence of the order and not variation shall be permitted except with prior authorization in writing from purchaser.
28. Payment would be released after successful installation and training of the Software.

FORCE MAJEURE :

29. Shall mean and be limited to the following :
 - (a) Any war/hostilities
 - (b) Any riot or civil commotion
 - (c) Any earthquake, flood, tempest, lightning or other natural physical disaster.

- (d) Any strike, or lockout (only those exceeding ten continuous days in duration) affecting the performance of the sellers' obligations.
30. The seller shall advise the University by a registered letter duly certified by local Chamber of Commerce or statutory authorities the beginning and end of the above causes of delay within seven (7) days of occurrence and cessation of such force majeure conditions in the event of delay lasting over one month, if arising out of causes of force majeure, the University reserves the right to cancel the order and the provisions governing termination stated under Article shall apply.
31. For delays arising out of Force majeure, the seller shall not claim extension in completion date for a period exceeding the period of delays attributable to the causes of Force Majeure and neither the University nor the seller shall be liable to pay extra provided it is mutually established that Force Majeure conditions did actually exist.
32. The seller shall categorically specify the extent Force Majeure conditions prevalent on his works (such as power restriction etc.) at the time of submitting the bid and whether the same have been taken into consideration or not in the quotation.

ELIGIBILITY :

33. Tender envelopes should be sealed by sealing wax and should reach this office on or before prices should be neatly typed or hand written in words as well as in figures.
34. Sales Tax/other taxes Registration certificate's attested true copy by a Gazetted Officer should also be enclosed.
35. Sales Tax/Income Tax clearance certificate shall be submitted along with the tender documents.
36. In case of a quotation submitted by a dealer, authorization certificate in favour of the dealer from Original Manufacturer for the sales and Service support (as applicable) shall be submitted.
37. Both F.O.R. and C.I.F. rates should be quoted. The place of work shall be Central Library, Kumaun University, S S J Campus Almora (Uttarakhand).
38. Tenderer are required to go through the System requirement for Library software.
39. Tenderer will provide list of clients served by him.
40. Procedure of purchase and procurement shall be guided by Uttarakhand procurement rules 2008.
41. Library software should have compatibility and scalability.

Vendor's Seal Full Signatures.

Library Management Software

SYSTEM REQUIREMENTS

For Library Automation and Management Standard Integrated Library Software is required. The software should have following features / functions:

1 ACQUISITION

Selection and ordering of books and other library materials and their subsequent procurement including processing of bills for payment. It should also support budget & expenditure analysis. Should include:

- 1.1 **Ordering of titles** with option to accept bibliographic data downloaded from Network downloading or CD ROM or supplied by vendor.
- 1.2 **Approval Process** -printing of approval form and subsequent updation of status of each title as 'Approved' or 'Rejected'.
- 1.3 **Placing Order** - both for firm order and material received 'on approval'.
- 1.4 **Receiving** -simple procedure to record the details of items received against firm orders.
- 1.5 **Invoice Processing** - which should also include accessioning of items.
 - 1.5.1 More than one invoice for a order.
 - 1.5.2 Allows changes in unit price, discount, and exchange rate etc.
 - 1.5.3 Flexibility to do accessioning before invoicing; or accessioning and invoicing together; or invoicing prior to accessioning
- 1.6 **Payments Requisition** - provides effective procedure for getting sanctions from Competent Authority and making payments to vendors.
- 1.7 **Order Follow-up** - for a specific title on order or for an entire order.
- 1.8 **Record of Complimentary Collection** – List of collection received on gratis.
- 1.9 **Online Queries:** The acquisition related enquiries:
 - 1.9.1 Titles in the process of acquisition
 - 1.9.2 Pending orders, overdue orders and for a specific order, details of titles ordered, titles received, pending titles, its invoices.
 - 1.9.3 List of invoices with the Account section and for a specific invoice, details of items accessioned against it and payment details, if any.
 - 1.9.4 Budget analysis of titles in the acquisition process and expenditure
- 1.10 **Reports:** Various reports should include
 - 1.10.1 Budget and expenditure analysis
 - 1.10.2 Accession register
 - 1.10.3 Bill register
 - 1.10.4 List of recent arrivals, etc.

1.10.5 Department wise distribution of books sent on approval and Purchased.

2 CATALOGUING

Bibliographic database based on MARC21 format supporting different types of documents. Make available the various catalogues/indexes online for instant reference and thus enable making searches on subjects and keywords. Data entry facility with option to accept data in standard machine-readable formats (MARC) such as UNIMARC, MARC21, USMARC, OCLC MARC, etc. thereby providing for import/export of bibliographic data. It should include:

2.1 **Catalogue Production** -either by bibliographic data import or by entering data in well designed screens.

2.1.1 Data import/export possible in standard exchange formats (MARC) as well as non-standard formats as ASCII text file.

2.1.2 Images and multi-media files of a document can be integrated with search engine.

2.2 **Thesaurus Construction** -capabilities for developing relationships such as broad terms, narrow terms, related terms, used for term, etc. and its integration with searching.

2.3 **Authority Files** -interface to maintain authority files for authors, title and subject headings/keywords.

2.4 **Holdings Summary** -for user defined ranges of Call numbers with separate count of titles and volumes

2.5 **Catalogue Cards** -printing of complete set of 3x5 cards as per AACR-2 standards.

2.6 **Current Awareness Services** - which could even be personalized based on members subject interests profile.

2.6.1 Special bibliographies

2.6.2 List of recent arrivals

2.6.3 SDI facility

3 CIRCULATION

The software should maintain up-to-date membership records and the latest status of collection meant for circulation. It should perform all the functions related to circulation providing suitable checks at every stage. It should take care of infrequent, but routine functions such as bindery record management, display of recent additions, and so on. It should include functions like:

3.1 **Front Desk Operations** - which include issues, renewals, returns, reserves/holds.

3.1.1 Issuance of receipts

3.1.2 Use of bar code and smart card technology.

3.1.3 Option to display photograph of the member (in-built image option)

- 3.2 **Membership Records Keeping** - registration and membership record updates.
 - 3.2.1 Issuance of duplicate membership cards
 - 3.2.2 Delinquent records with user defined reasons
 - 3.2.3 Institutional borrower records for inter-library loans
- 3.3 **Collection Updates** -collection records meant for circulation created automatically while cataloguing.
 - 3.3.1 Keeps track of lost, missing, damaged, written-off, withdrawn items
 - 3.3.2 Monitoring of items on display and in bindery
- 3.4 **Overdue Follow-up and Recalls** -generates overdue reminders and makes possible recalling issued material before due date.
- 3.5 **Inter-library Loans** -for both inward and outward loans of Accessioned material to other libraries and institutions.
- 3.6 **Stock Verification** -generating list of collection on shelf and also List of items which are currently issued, for stock verification purpose along with list of unaccountable material.
- 3.7 **Reports** : system should provides for :
 - 3.7.1 Overdue, collect, and recall notices
 - 3.7.2 List of highly reserved titles and comparison with present no. of copies in collection for planning future acquisition
 - 3.7.3 Circulating statistics yearly/monthly/hourly by subjects, borrower category and overall.
 - 3.7.4 Stock verification list.
 - 3.7.5 Statistics on no. of issues by specific title/borrower

4 SERIALS CONTROL

This system should control on journals subscription and subsequent monitoring of the scheduled arrival of individual issues. It should also handle serials, which may be on gratis or on exchange. It should have functions like:

4.1 New Subscription-New serials initiated, goes through approval process and then ordering.

4.2 Subscription Renewal - Initiates renewal approval process followed by ordering.

4.3 Subscription Extension - which may be as a result of claims on missing/untraced issues.

4.4 Invoice Processing - both for new subscription and subscription renewal.

4.5 Receiving Issues-performed in the easiest possible way with recording of issues by volume/issue number/period whichever applicable for the serial

4.6 Claims Monitoring- makes possible timely follow-up of 'not received', overdue and damaged/soiled issues.

4.7 Bindery Management-informs when to send a serial for binding and provides for their monitoring.

4.8 Bound Volumes Recording-allows updating complete serials collection of a library.

4.9 Routing and Circulation-User defined routing of issues registered, along with circulation of bound volumes and loose issues.

4.10 Online Queries and Reports: like

4.10.1New serials, renewed serials, current serials and subscribed serials giving their latest status.

4.10.2By vendor; giving current serials, status of orders placed with the vendor and list of invoices received with their current status

4.10.3Searches on titles and subjects

4.10.4Titles in bindery

4.10.5recent arrivals

5 OPAC AND WEB OPAC (ONLINE PUBLIC ACCESS CATALOGUE)

Patrons in the library can search the bibliographic database and find specific information online which would not normally be possible from traditional catalogues.

5.1 Online Catalogues: Following catalogues should be available online –

5.1.1 Title Catalogue

5.1.2 Author Catalogue

5.1.3 Subject Catalogue

5.1.4 classified Catalogue

5.1.5 KWIC Index

5.1.6 Publisher

5.1.7 Conference Place

5.2 Boolean Searches: Boolean searches on words from any of the bibliographic data. The use of the logical connectors 'OR', 'AND', and 'AND'. The search results can either be viewed on screen or printed or down loaded on a diskette.

5.3 Current Serials: To provide online information on holdings of current journals including recent issues received.

5.4 Recent Additions: Make available new additions to the library.

5.5 Electronic Mail: Option for automatic generation of e-mail for various notices, SDI, circulars, etc.

5.6 Multiple Databases: support for defining multiple databases based on types of documents for searching in OPAC.

5.7 Gateway to Internet: interface to industry standard Internet Browsers to search other databases with Z39.50 compliance.

5.8 Multi-media interface: retrieval of Multi-media files of a document.

5.9 Other services from OPAC: Updating subject interest profile for SDI by users themselves; request for acquisition of a document; while browsing / searching various catalogues, facility to develop request online for putting a specific title on reserve, etc.

6.1 Utilities:

6.1.1 Backup - database on CD/ DAT drive etc.

6.1.2 Security- password based functional security

7. Admin Module

1. Users who Will operate software
2. Bibliographic level/document type
3. Acquisition modes/Copy Status
4. Countries/Type of Binding
5. Currency Codes
6. Publishers Details/Vendor Details
7. Journal Frequencies/Languages
8. Messages and Text for reports/letter
9. Sections/Subject/Library Committees
10. Maintenance

Technical Evaluation Benchmarking Sheet For
Library Management Software

Sl. No.	Features	Required	Remarks
1. 1 General Features			
1.1.1	Operating System (Windows 2003 Server)	M	
1.1.2	Backend Tool	Please Specify	
1.1.3	Front-end Tool	M	
1.1.4	Web Enabled	M	
1.1.5	Multimedia		
1.1.6	E-mail connectivity	M	
1.1.7	Links to CD Databases		
1.1.8	Object Integration		
1.1.9	Bar-coding integration	M	
1.1.10	Smart Card	M	
1.1.11	RFID	M	
1.1.12	Database security	M	
1.1.13	Module wise security	M	
1.1.14	User wise security	M	

2.0 Conventional Library Features			
2.1 Acquisition			
2.1.1	Receiving	M	
2.1.2	Invoice processing	M	

2.1.3	Duplicate checking	M	
2.1.4	Vender maintenance	M	
2.1.5	Approval generation	M	
2.1.6	Purchase Order generation	M	
2.1.7	Ordering of Titles	M	
2.1.8	Bill Processing	M	
2.1.9	Budget & Expenditure analysis	M	
2.1.10	Reports generation of Accession register	M M	
2.1.11	Reports generation of Bill Register	M	
2.1.12	Reports generation of List of recent arrivals	M M	
2.1.13	GOC Conversion rate	M	
2.1.14	Accession Register	M	
2.1.15	Status wise list generation	M	
2.1.15.1	Approval	M	
2.1.15.2	Rejected	M	
2.1.15.3	Ordered	M	
2.1.15.4	Received	M	
2.2 Circulation			
2.2.1	Membership Records	M	
2.2.2	Photo	M	
2.2.3	Signature	M	
2.2.4	Issuance of receipts	M	
2.2.5	Issue/Return	M	
2.2.6	Duplicate membership card	M	
2.2.7	Books status	M	
2.2.8	Renewal	M	
2.2.9	Reservation	M	
2.2.10	Web based reservation	M	
2.2.11	Issue of loose issues of journals	M M	
2.2.12	Late fine	M	
2.2.13	Overdue notices By Email	M	
2.2.14	Not for issue books	M	
2.2.15	Daily statistics of issue/return	M	
2.2.16	Override facility	M	
2.2.17	Inter Library Loan to Institutional members	M M	
2.2.17.1	Inward	M	
2.2.17.2	Outward	M	
2.3 Serial / Journals			
2.3.1	Subscription Maintenance	M	
2.3.2	New subscription	M	

2.3.3	Subscription extension	M	
2.3.4	Claims monitoring	M	
2.3.5	Routing and circulation	M	
2.3.6	Online queries and reports of:	M	
	New serials	M	
2.3.6.1	Renewal serials	M	
2.3.6.2	Current serials	M	
2.3.6.3	Subscribed serials	M	
2.3.7	Bill processing	M	
2.3.8	Receiving	M	
2.3.9	Reminder to vendors by Email	M	
2.3.10	Renewal	M	
2.3.11	Binding Maintenance	M	
2.3.12	Report generation	M	
2.3.13	Special Issues	M	
2.3.14	History of Serial	M	
2.4 Online Public Access Catalogue			
2.4.1	Web based	M	
2.4.2	WEB OPAC	M	
2.4.2.1	Users account password protected	M	
2.4.2.2	Online reservation by user		
2.4.2.3	Online renewal		
2.4.2.4	Online book suggestion by user	M	
		M	
2.4.2.5	Online view of account	M	
	Online creation/ updation of user profile.	M	
2.4.2.6			
2.4.3	OPAC Search By	M	
2.4.3.1	Title	M	
2.4.3.2	Author	M	
2.4.3.3	Subject		
2.4.3.4	Keywords		
2.4.3.5	Call Number		
2.4.3.6	Send search result by email		
2.4.3.7	Search history of user		
2.4.3.8	Search within search		
2.4.3.9	Conference Name		
2.4.3.10	Browse Author Title Subject		
2.4.4	All Field Search of catalogue	M	
2.4.5	Boolean Search	M	

2.4.6	Thesaurus based Search	M	
2.4.7	Left Truncation Search	M	
2.4.8	Right Truncation Search	M	
2.4.9	Call No. wise Search	M	
2.4.10	Range Search	M	
2.4.11	Multimedia Search	M	
2.4.12	Display Format (AACR2, CCC, Others)	M	
2.4.13	Material wise Search	M	
2.5 Cataloguing			
2.5.1	Material wise cataloguing	M	
2.5.1.1	Books		
2.5.1.2	Serials		
2.5.1.3	Electronic Resources		
2.5.2	Data Entry in MARC21	M	
2.5.3	Import of MARC21 Records	M	
2.5.4	Import from ASCII	M	
2.5.5	Catalogue card generation in AACR2 format	M	
2.5.6	Current Awareness Service	M	
2.5.6.1	New Books		
2.5.6.2	New Articles		
2.5.6.3	New Serials		
2.5.6.4	Subject wise list generation		
2.5.7	Newspaper maintenance	M	
2.5.8	Newspaper clippings service	M	
2.5.9	Selective Dissemination Of Information (SDI)	M	
2.5.10	Union Catalogue of libraries	M	
2.5.11	Internet Resources	M	
2.5.12	Journal Article Database	M	
2.5.13	Thesaurus construction	M	

2.5.14	Authority files	M	
2.5.14.1	Authors		
2.5.14.2	Titles		
2.5.14.3	Publishers		
2.5.14.4	Subjects		
2.5.15	Indexing of standards	M	
2.5.16	Holding summary	M	
2.5.17	Reports:	M	
2.5.17.1	Number of issues by specific title/borrower		
2.5.17.2	Overdue notice		
2.5.18	Updation/Report Generation	M	
2.5.18.1	Missing items		
2.5.18.2	Withdrawn items		
2.5.18.3	Items in process		
2.5.18.4	Interlibrary loan		
2.5.18.5	Lost & Paid		
2.6 General Requirements			
2.6.1	Electronic Journals Integration	M	
2.6.2	Z 39.50 Compliance	M	
2.6.3	MARC 21 Support	M	
2.6.4	MARC 21 Export/Import utility	M	
2.6.5	Stock Verification	M	
2.6.6	Staff Training	M	
2.6.7	Full text databases	M	
2.6.8	Budget Control	M	
2.6.9	Documentation, Manuals	M	
2.6.10	Future Update Plans	M	
2.6.11	User Groups	M	
2.6.12	Language Support (Hindi and English).	M	
2.6.13	Unicode Support	M	
2.6.14	Customization by Users	M	
2.6.15	Client List	M	
2.7 Reports			

2.7.1	Authorized staff edited records	M	
2.7.2	Un answered request of users	M	
2.7.3	Shelf list	M	
2.7.4	Stock verification report	M	
2.7.5	Low transaction books	M	
2.7.6	High transaction books	M	
2.7.7	Listing fine paid/waived	M	
2.7.8	Library expenditure report	M	

2.7.9	All overdue books/journals	M	
2.7.10	Only borrowers with overdue books	M M	
2.7.11	Serials current subscription list	M	
2.7.12	Serials holding list	M	

Note: M - Denotes Mandatory Condition

Date:

Signature

Seal

SCHEDULE 'A'

Commercial Bid For Library Management Software

Sl. No.	Item	Name of the Product	Total Cost (Rs.)
1.	Library product includes (Installation, Training, Upgrade & Support for one year)		
2.	Cost of the Software upgrades/updates per annum		
3.	Cost of Support		

Date:**Signature****Seal**

Note:-

1. Tenders from Registered Organizations will be accepted.
2. The University will have full right to analyze the Capacity of bidder before ordering.
3. The final payment of the work will be released after taking no objection from the library.
4. The work not completed within scheduled time of the order, university will have to right to deduct the amount of Rs. 5000/- per month.

KUMAUN UNIVERSITY,SSJ CAMPUS ALMORA

Sl. No.

Dated :2011

For Library software

TENDER DOCUMENT	
Date of Issue	-----
Number of pages	-----
Fee of the Tender form	Rs. 1000.00 (One Thousand Only) (Rs. 50/- T.T. included)
Name & address of the Firm	-----
With Mobile no	----- ----- -----

Signature and Date of the Vendor/Party (Signatures of the authorised representative)	
N.B. : Please go through the terms and condition thoroughly before you offer your rates.	

Rates (in figures & words) must be quoted in the prescribed column(s) against each work/item list enclosed with the Tender form and be attached in original with the offer falling which the tender may be liable for rejection.

List of contents :

1. Notice for inviting Tender
2. Tender document
3. Annexure 01- Library Software

Director
Kumaun University,
SSJ Campus Almora

