

FORE School of Management

"Adhitam Kendra"

B-18, Qutub Institutional Area,
New Delhi – 110016

Tender Opening Date: 16th June 2020

Tender Closing Date: 29th June 2020

The service provider interested in Customization and AMC of DSpace installed for the Library, FORE School of Management (FSM) are invited to offer sealed quotation as per the following scope of work and terms & conditions.

Scope of Work

1. The Software

Installations of basic supportive software, i.e., Linux OS (OpenLX/CentOS/Debian Linux), DSpace Application, Tomcat server, Apache Web Server, PostgreSQL RDBMS, etc.

2. Software Upgradation

Upgrade the current version with the latest version (if any) stable version of DSapce.

3. Migration of Data

After upgradation, migration of current version data into the latest version of DSpace.

4. Access Authorisation

The access should be allowed to only valid user/member by user ID and Password.

5. Data Protection

No document of DSpace collection should be allowed to download, copy, screenshot, print except authorised persons.

6. Backup of Data

The regular backup of data should be automatically/ scheduled to avoid possible data loss.

7. Collection visibility

The total collection of each item should appear in a box at the Index page or separate link should be provided.

9. Homepage and other pages Customization

Basic customization of home and other pages (its color scheme, putting FORE logo, name, contact information, and links), with high-resolution images.

10. Usage Visibility

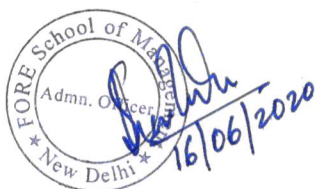
The usage figure should appear against each document and a report on month, year, document, author, etc. should be generated.

11. Auto-Suggestions for Further Study

Develop the dynamic approach for suggesting further study based on the user search interest and history.

12. Post Customisation one year AMC

After Upgradation with the latest stable version (if any) and Customization of DSpace, one year extended AMC is required.



Terms and Conditions

1. Please submit your quotations within the stipulated time; the quotations will be opened in front of Purchase Committee (PC) members.
2. Once the quotation is accepted by the Institute, the service provider has to submit an undertaking regarding provide the service as per library terms & conditions.
3. In case of any discrepancy intentionally or unintentionally by the service provider, PC reserves the right to terminate the services.
4. The quotations received after due date and time or incomplete shall be rejected out-rightly.
5. The FSM does not bind itself to accept the quotation and reserves the right to reject any or all quotations without assigning any reason thereof and reserves the right to accept quotation as it is or in part, or with required modifications.
6. The service provider should have at least five years' experience in the field. A list of reputed organisations where the bidder had given such services should be attached.
7. A certificate that your firm has not been debarred/blacklisted for any reason/ period by any Central/State Govt. Dept./Institute/Organisation, etc. If so, particulars of the same may be furnished. Concealment of facts shall not only lead to cancellation of services but may also warrant legal action/debar/blacklist which deemed fit.
8. One-year unlimited free of cost support should be extended to library staff.
9. The 50% payment of work order will be released after satisfactory completion of work from serial 1 to 6 of the scope of work and the remaining 50% payment will be released within one month after satisfactory completion of work from serial 7 to 11 of the scope of work.
10. Ab appeal against any terms & conditions shall, however, lie with the Director, FSM whose decision shall be final. The dispute, if any, shall be subject to the jurisdiction of Courts at New Delhi. Any other jurisdiction mentioned in the quotations or invoices of the service provider shall be invalid and shall have no legal sanctity.
11. In case, any other information/ Clarification is required, the Librarian may be contacted at Telephone No. 011-41242485 on any working day (Monday to Friday) from 09:00 a.m. to 05:00 p.m.
12. The quotation shall be submitted in a sealed envelope and shall have the superscription. **"Quotation for Customizations and AMC of DSpace (Institutional digital repository) Software".**
13. **The commercial envelope must be sealed and kept separately inside the main envelope so as to enable us to view and judge the credentials of your company first and thereafter open the commercial part.**
14. The sealed quotations, complete in all respects, should be dropped in the tender box located at the security gate at **FORE School of Management, New Delhi** "Adhitam Kendra" B-18, Qutub Institutional Area, New Delhi – 110016 latest by 15:00 hours on 29th June 2020.

