

University of Kerala

e-Tender Notice

Tender No. PL.A1/KUL/LSDA/15

Date: 08.02.2018

University of Kerala, Thiruvananthapuram invites open tenders (in two bid covers) through e-Procurement from eligible bidders for the supply and installation of special equipments & software for visually challenged users and conversion of printed documents into audio format (Creation of audio books), Integration of hardware and software in an Open Source digital library platform, Documentation and Onsite training for the staff for the implementation of library services for the Differently abled members of the Kerala University Library

Last date and time of submission of
Technical Bid & Financial Bid online : 26.02.2018 at 5.30 PM

Date and time of opening of Technical Bid : 01.03.2018 at 11 AM

For technical details contact : A.Hamsa
Deputy Librarian-in-Charge,
Kerala University Library, Palayam,
Trivandrum

E-mail : universitylibrary@vsnl.com
Phone: 0471-2308844

For further details logon to www.etenders.kerala.gov.in

Terms and Conditions

1. Every Tenderer should submit an Earnest money Deposit (EMD) of Rs.30,000/-
2. Successful bidder will be required to execute an agreement executed in the Kerala Stamp Paper worth Rs.200/-.
3. The tendering is through Govt. e-tendering site that will be a two stage bidding process – Technical and Financial.
4. The Technical Bid should be submitted with relevant information / documents / acceptance of all terms and conditions, strictly as described in this document.
5. The bidder should submit the following along with the technical bid:
 - Detailed technical compliance of the product quoted with cross reference
 - Brochure and literature of the product quoted establishing its Brand, Make, Model and Technical Specifications.
 - List of addresses of Offices/Company's Service Centres.

6. Financial bids of Short-listed vendors will only be opened. Please note that the Vendor(s) who do not qualify in the technical bid will not be considered for financial bid.
7. Financial quotes should be submitted in the Financial Bid.
8. The rate quoted must be inclusive of all charges and taxes, whatsoever is applicable on supply of quoted equipments and services. It should be the responsibility of the successful bidder to install the equipment at respective sites and no extra charges will be paid on that account. **(Please see Annexure-II).**
9. The specification given is the minimum configuration that is/are required. Vendors may choose to supply higher/better/enhanced systems/ peripherals, but their financial quotes shall be treated as if they have been offered for the specified configuration only.
10. The bid shall be typed and signed on all pages by the bidder or a person duly authorized to bind the bidder to the contract.
11. The bidder is expected to examine all instructions, forms, terms, condition, and technical specifications in the tender Documents. Failure to furnish all information required by the tender Documents or submission of a bid not substantially responsive may result in the rejection of its bid.
12. The prices should be quoted in INR.
13. Tender once received will not be returned.
14. Offer shall be valid for six months.
15. Scope of work includes
 - a) Supply and installation of Screen Reader- JAWS, OCR reading software (Abby Fine Reader), Refreshable Braille display and Instant text reader –SARA CE
 - a) Conversion of English and other language books into audio format. Create Subject Metadata, Book marking and captioning of audio files
 - b) Installation and customization of DSpace, an Open source Digital library software and upload the files in DSpace and hence creating DAISY (Digital Accessible Information System) books
16. All the above works are in accordance with technical specifications as per **Annexure -1.**

Eligibility for Bidders:

1. Bidder should be a company registered in India under the Company Act or should be Public sector organization. Relevant copies of registration certificates should be attached.

2. The bidder must be an Original Equipment Manufacturer (OEM) of hardware components or an Authorized Distributor of OEM of hardware components or a System integrator having experience in setting up a resource centre for visually challenged users.
3. The bidder should be experienced in the supply of hardware, software and setting up of a resource centre for the visually challenged users and successfully commissioned the resource centre in any University/Academic/Govt Institute libraries in India. A satisfactory installation certificate from the claimed institution shall be attached with the Pre-qualification bid.
4. Bidder should have successfully completed either:
 - a. One project of worth minimum 10 lakhs.
 - b. Two projects of worth minimum 5 lakhs each.
5. The bidder should be a manufacturer or authorized dealer / authorized agent of the stores specified in the tender specifications.

ANNEXURE-1

1. SPECIAL EQUIPMENTS & SOFTWARE FOR VISUALLY CHALLENGED USERS

Sl.No	Description	Compliance (Y/N)	Remarks
1	Screen Reader- JAWS		
2	Instant Reader cum Magnifier SARA CE (Scanning And Reading Appliance - Camera Edition)		
3	Refreshable Braille Display TacRead,(Tactile Readout Device)		
4	OCR reading software Abby Fine Reader- 5 license keys		

2. CONVERSION OF BOOKS INTO ACCESSIBLE AUDIO FORMAT (CREATING AUDIO BOOK)

2.1 Scope of the work

Selected books in English and other languages available in the Kerala University Library are to be converted into audio books through internationally accepted technologies.

The scope of the work includes:

- i. English books will be uploaded into the computer server using scanners
- ii. Image will be converted into readable format using OCR software installed in the computer.
- iii. The readable text will be converted into audio format (/Mp3)and its sound will be produced using the screen reader software installed in the computer
- iv. Text books in other languages are converted into audio format by reading the text manually and subsequently recorded in the server.
- v. Subject Metadata, Book marking and captioning of audio files
- vi. Installation and customization of DSpace, an Open source Digital library software
- vii. Storage- Upload the files in DSpace
- viii. Creating DAISY (Digital Accessible Information System) books.
- ix. Integration of hardware and software
- x. Books for Audio conversion will be provided by the Kerala University Library authority.
- xi. Scanning, audio conversion, uploading and other works are to be done at the Kerala University Library.

- xii. Perform quality checking of every page of the audio book.
- xiii. Preparation of metadata for each book in extended Dublin Core / MARC-21 standard.
- xiv. Each record has the fields such as Author, Title, Subtitle, subject, language, Year, Name of publisher, place of publication key words (at least five), Accession number and Call number

7.2. Job specification

- i. The agency should be in a position to convert minimum 10,000 pages or more in one month.
- ii. The metadata works and indexing to be done by the library professionals having at least BLISc (Bachelor of Library and Information Science) qualification.

7.3. Output specifications for digital image

- i. The final output should be in MP3 format for all books and documents. Two copies for each document or book should be supplied in MP3 format along with the Metadata. Original sequence and page integrity should be maintained.
- ii. Quality policy: Quality policy should be applied to maximize readability, audibility and minimize file size.
- iii. The output will be archived on external Hard Disc and 2 sets of Tape drives.
- iv. The firm should follow a standard naming convention for saved audio books and its metadata.

7.4 Storage specifications

- i. Audio books should be archived in duplicate on reliable and best quality DVD. One DVD will be used as service copy and another one as master copy for preservation.
- ii. The data / database / web application is to be loaded in the storage area network/server as decided by the Kerala University Library.
- iii. Provision for creating backup copies of all files on servers and storage media and have an off-site backup strategy.
- iv. It should be accessible both online (through internet) and offline (through intranet)
- v. The audio books should support browsing, searching, retrieving and downloading. The digitized materials should be bookmarked for internal navigation.
- vi. Provide plugins for adding notes with bookmarks in the audio files

7.5 Training, warranty & AMC

- i. Training should be given to concerned staff in the Kerala University Library.
- ii. After the successful completion and implementation of the project, the converted materials and technology used should be supported onsite on a demanding basis for two years without any additional charges and after that for an agreed rate.

**ANNEXURE-II
QUOTING PRICE**

Sl. No. (1)	Product description (2)	Q ty (3)	Unit Cost (without Tax) (4)	Total Cost (5)=(3)*(4)	Sales Tax/ Service Tax (6)	Cost inclusive of Taxes (7)=(5)+(6)
1.	Screen Reader- JAWS	1				
2.	Instant Reader cum Magnifier SARA CE	1				
3.	Refreshable Braille Display TacRead.(Tactile Readout	2				
4.	OCR reading software Abby Fine Reader-	5-license keys				
5.	Conversion of English books to Audio Books	4,00,000 pages				
6.	Conversion of Other Language books to Audio	1,12,000 pages				
7.	(i) Installation and customization of DSpace, open Source digital library software. (ii)Integration of hardware & software. (iii)File indexing and retrieval system in Dspace. (iv) Training					
8.	AMC for three years after completion of warranty					
	One year					
	Two Year					
	Third year					

Signature of the Tenderer with seal

ANNEXURE-III
PERFORMANCE STATEMENT OF LAST 3 YEARS

Sl.No.	Item	Purchaser	Order Details	Order Price	Delivered in Time or not	If Not, please specify the reason	Attach satisfactory working report from each office (Yes/No)

Signature of the Tenderer with seal

