



भारत सरकार

GOVERNMENT OF INDIA

वित्त मंत्रालय : राजस्व विभाग

MINISTRY OF FINANCE : DEPT. OF REVENUE

राष्ट्रीय सीमाशुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS

आंचलिकप्रशिक्षण केंद्र, कोलकाता:: ZONAL TRAINING INSTITUTE : KOLKATA

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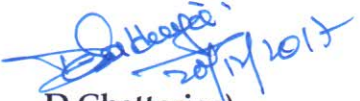
F. No. I(7)1/NACIN/KOL/LAN/WAN/2017/1521 Dated:- 20.12.2017.

NOTICE (65/2017)

Sealed quotations are invited for Office Library Management Software at National Academy of Customs, Indirect Taxes & Narcotics, ZTI, Kolkata.

Interested parties are requested to send their quotation to the Deputy Director(Admn.), NACIN, ZTI, P-27, C.I.T. Scheme VIII (M), Bidhan Nagar Road, Kolkata-700067 on or before 08.01.2018 within 12.00 hrs.

The quotations received by the prescribed time will be opened on 08.01.2018 at 03:00 P.M. The Deputy Director(Admin) reserves the right to accept or reject any or all tenders/quotations without assigning any reason thereof. Description of items in this regard are enclosed as Annexure -A and terms and conditions in Annexure- B.


D.Chatterjee)

Deputy Director (Admn.)
NACIN, RTI, Kolkata.

Annexure "A"

Scope of work

Sl. No.	Description of Work
1	<p>Library Management Software for providing real time information with the following facilities:-</p> <p>(a) For Librarian</p> <ul style="list-style-type: none">(a) Can issue books to the members(b) Can view the different categories of books available in the library.(c) Can view the list of books available in each category.(d) Can take return of the books from the members.(e) Add books and their information in the database.(f) Edit information of the existing books(g) Can monitor the request of books and renewal request(h) Can verify the member(j) Can calculate fine.

Sl. No.	Description of Work
2.	<p>(ii) For User</p> <ul style="list-style-type: none">(a) Can view the different categories of books available in the library(b) Can view the list of books available in each category(c) Can own an account in the library(d) Can request for issue of book(e) Can view the details of books issued to him.(f) Can put request for renewal of book(g) Can search for a particular book(h) Can view the history of issued books previously(i) Can view the last scheduled date of return of book.

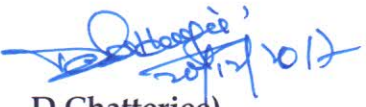
1. Development of Library Management Software which includes entry of availability of books in the library according to its categories.

ANNEXURE "B"

Terms & Conditions

1. The Service Provider will visit to this office for collection of records of books/ documents etc. for storage in the soft ware in a time bound manner. The service provider shall carry out collection on specific authority or instructions from the office. The details of person officers authorized to issue requests in respect of the scope of work shall be informed in due course. The service provider shall ensure the list of books categorically mentioned in the soft copy.
2. The Service provider's software should be capable of providing local based access of their system to the office for making request for collection of books/documents through this system.
3. Vendors should inspect the place of work before submitting the quotations and for inspection, query or Clarification they may approach to Deputy Director (Admin), or Superintendent (Admin) NACIN, Kolkata, on any working days.
4. The concerned Parties/Firms should also enclose copies of documents /certificates evidencing his experience in this field of work along with the sealed Tender/Quotation.
5. Sealed quotations should be submitted in the Tender Box at NACIN, P-27, C.I.T. Scheme VIII (M), Bidhan Nagar Road, Kolkata-700067 on or before 08.01.2018 within 12.00 hrs.
6. The quotation should be addressed to the Deputy Director (Admin), NACIN, P-27,C.I.T. Scheme VIII (M), Bidhan Nagar Road,Kolkata-700067.
7. The service provider shall not assign/sub-let in whole or in part, its obligation to perform under the contract except with the prior written consent of office of the Deputy Director (Admin), NACIN P-27, C.I.T. Scheme VIII(M), Bidhan Nagar Road,Kolkata-700067.

8. At any time prior to the deadline for submission of tender/quotation, the tendering authority may, for any reason, whether on its own initiative or in response to the clarification requested by the prospective service provider, modify, change, incorporate or delete certain conditions in the tendering bidding documents.
9. All amendments shall be binding on all the service providers.
10. Mere quoting lowest rates will not amount to commitment for award of contract. However, the contract will be awarded on merit basis and overall examination of quotation bids of the firm. Overwriting/ correction or incomplete (blank) quoting of rate would result in rejection of quotation and shall not be considered under any circumstances.
11. In case any dispute, the decision of the Head of Department shall be final.
12. The sealed envelope containing the quotations should be super-scribed **“Tender/quotation Office Library Management Software”**


D.Chatterjee)
Deputy Director (Admn.)
NACIN, RTI, Kolkata.