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To,

Dt.15/02/2022

**The Librarian**  
M. J. College  
Bhilai

**Sub: Integrated Library Management Software -koha.**

Dear Sir,

With reference to our discussion, it gives me immense pleasure to introduce and opportunity to present my firm with reference to our services for Library Automation.

We are particularly proud of our comprehensive expertise on open source software. We provide implementation and support for Linux based servers for clusters, database, web services, email, and terminal server applications. **We have extensive expertise in koha open source ILS.**

We assure you of our best services and look forward to your valuable reply.

With warm regards,

**For IENSURE SERVICES**

**Vikram Zadgaonkar**  
**(Partner)**

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# Library Automation Project For M.J. College Bhilai

## **Project Scope:**

- Koha setup on cloud server.
- User Training.
- OPAC customisation.
- Data Migration.
- Support.



## **Services:**

We offer complete solution to your library related requirements. We can mainly classify our services into following:

- 📖 Consultancy.
- 📖 **koha** implementation & customisation.
- 📖 Digital Repository Solution –DSpace/Eprints
- 📖 Moodle.
- 📖 Training.
- 📖 Legacy Data migration.
- 📖 Library Automation Products like RFID/Self Check in-out units .
- 📖 **ISO Certification Consultancy.**

## **1. Consulting**

We provide consulting services to new libraries in setting up process required as per industry standard specification and automation consultancy to existing libraries.

## **2. koha ILS implementation & Support**

Some facts about koha Integrated Library System is an Open Source:

- First open - source library Automation package.
- Development supported by libraries world wide.
- True open source software as build upon –LAMP-Linux, Apache, My SQL database and Perl.
- Strictly follows international standards like MARC21
- More than 10000 libraries of all sizes using world wide.



## **Features of koha implementation:**

- A fully featured modern integrated library software (ILS).
- Award winning and free/Open-source Software.(no license fee).
- OS independent any operating system. Linux, Unix, Mac.
- Web based. Web-based Interfaces.
- Full MARC21 and UNIMARC support for professional cataloguing.
- **Multilingual and multi-user support**
- Library-Standards-Compliant. industrial standards & protocols.
- Z39.50 server.
- Customizable web based opac circulation system.
- **Online reservation.**
- Full catalogue, circulation, acquisitions, library stock management.
- Web based OPAC, public to search the catalogue.
- Serial management module.
- Print your barcode.
- Print I-CARD
- CAS/SDI
- **Inter Library Loan**
  - AUDIO / VISUAL /FILM/MICROFICHE/MICROFILM MATERIAL management.
  - Retrospective Conversion
  - Event planning and tracking
  - Bookmarking tools



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- Recommendation Management
- Automated email
- **RFID support**
- **Multi Library Management**

### **3. Technical support**

This is our most critical and well managed vertical. We provide support and resolve issues in all possible ways. With the phenomenal changes in technology, we provide support through:

- Dedicated Phone number
- Chat
- Remote access

We are a team of young and energetic people. We understand the value of our clients. We are very focused on after sales technical support as our business philosophy.

### **4. Digital Repository Solution**

Digital repository is simply a “place“for storing, accessing and preserving scholarly work to researcher and other interested people. For this, we provide digital repository software solution.

### **5. Moodle**

E-Learning Management System which is highly flexible and can be customized as per requirements.

### **6. Training**

Training is one of the most important part of our installation. We give training to the librarian and hand hold till he becomes friendly with koha, which will enhance quality in service and cater to the end user in more effective ways.

### **7. Legacy Data Migration**

We have a rich experience of legacy data migration from other software to koha.

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## 8. ISO certification Consultancy

We provide consultancy service for achieving ISO certification for your library. This ensures that your library is as per international standards and gives you **extra weightage for accreditation.**

### Benefits of Library Automation:

- Better management control.
- Easy retrieval of information.
- Optimisation of resources.
- True & fast knowledge share
- Increased in user satisfaction.
- Improves integration of the Central library with unit libraries.
- International acceptance and credibility.

### Scope of Work:

#### 1. Details of Services offered under the Initial koha setup cost:

We will install **koha** ILS on **cloud server having** CentOS / Ubuntu Linux OS along with all required software such as Apache web server, MySql database server, all other required Perl modules etc.

- We will configure **koha** with Zebra search engine.
- We will configure Zebra search engine with **Unicode support** and customize Zebra configuration for searching properly in Indian languages.
- We will configure the server such that the MySql and Zebra databases are unique to your Koha installation and inaccessible to any other customer on the same server.
- We will configure the Apache web server such that the OPAC and staff clients are available under your domain names as required by you.
- We will create **Libraries, branches, item types** etc as required by you.
- We will set all default **koha** system wide preferences as per your requirements.
- We will provide you with detailed online documentation on all aspects of Koha ILS usage.
- Your business Logo in web OPAC and Staff side.
- Any customization not possible with default **koha** system preferences and menu system or any feature or module not part of the latest **koha** release will be charged separately.



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- We will provide all koha software related problem solving, **upgrading** of koha to latest releases, applying patches to resolve specific issues etc as part of Annual Maintenance Service.
- We will provide three levels of service i.e. telephonic assistance, email / internet chat based support and login to the server to solve problems.

*Commercials : koha on cloud*

Particulars	Amount (Rs.)
<b>koha Installation includes:</b> <ul style="list-style-type: none"><li>• koha setup &amp; configuration.</li><li>• Onsite Training and 15 day practice on our training portal with your data.</li><li>• Opac Customisation.</li><li>• Legacy data migration.</li><li>• One year support.</li></ul>	<b>65,000.00</b>
<b>Total</b>	<b>65,000.00</b>

<b>AMC after first year excluding all taxes.</b>	<b>25,000.00</b>
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**Terms & Conditions:**

- **Payment:** 50% against Purchase order.
- **Travelling and accommodation** for initial setup & training is included in above price.
- **Quoted prices are** excluding all taxes.
- **Validity:** 60days.

I trust this will enable you to prepare proposal for your valuable orders with us. Please do call us for any further clarifications required.

With warm regards,

**For IENSURE SERVICES**

**Vikram Zadgaonkar**  
**(Partner)**

# UNIVERSAL COMMUNICATION

St. No. 5, Nanak Nagri, Abohar-152116 (Punjab)

Email:- contact.libauto@gmail.com

No. 2201

Dated: 08-02-2022

The Principal, Maa Jagdambe Educational Society, Bhilai, Chhattisgarh 490023

Services	Quantity	Rates	Amount (Rs.)
Remotely Installation of the Koha at in-house server with multiple client as per requirements Basic Customization of Software and OPAC/ <a href="#">WebOPAC</a> Training to a Library Staff Member <i>plus 15 days</i> online technical support Data Migration in the software from excel	1	22000.00	22000.00
<b>Bank Details:</b> Punjab National Bank, Abohar A/C No. 13454011000100 IFSC : PUNB0234300	<b>Amount</b>		<b>22000.00</b>
	<b>SGST 9%</b>		-
	<b>CGST 9%</b>		-
	<b>IGST18%</b>		<b>3960.00</b>
	<b>Total Amount</b>		<b>25960.00</b>
<b>Rupees Twenty Five Thousand Nine Hundred Sixty Only</b>	<b>Net Amount Payable</b>		<b>25960.00</b>

**E. & O.E.**

- No Advance will be returned after giving work order.
- 18% interest will be charged if not paid within 20 days from the date of Bill.
- All Disputes are jurisdiction to Abohar Courts only.

For Universal Communication

  
**Authorised Signatory**