# Corrigendum/Clarification to Tender for Digitization and Digital Archiving of Printed Theses

Clarifications/ explanations to queries raised during Pre-Bid meeting held on 28/11/2014

| Sr. No. | Query | Reply to the query |
|---|---|---|
| 1. | Specifications of SAN | The SAN for final digitized documents shall be provided by the MDU. However, the agency will arrange the storage devices for timely data backup. The agency will also provide final data backup on USB 3.0 Seagate Hard disk(s) (Minimum 1 TB). |
| 2. | Power backup systems | Though, the university will provide free of cost power supply for this project, the agency will be responsible for making necessary arrangements for UPSs. |
| 3. | What is the software used at University as DMS. | University is using Microsoft technologies for webhosting and applications. The DMS provided by the agency should be portable. |
| 4. | Microfilm storage is not specified in the financial bid template. | Amended Financial bid proforma, given at Annexure-02, is attached. |
| 5. | Technical Support/Maintenance Fee for Document Management System (DMS) | The agency will be bound for providing minimum 5 years technical support/maintenance. No cost will be paid for first 3 years for this purpose. For consecutive $4^{th}$ and $5^{th}$ year, the bidders may quote their rates for technical support/maintenance, if any, in Annexure-02. |
| 6. | Other formats and standards | For all other formats and standards not mentioned herein this tender document, the latest standards and formats specified for Shodhganga will be applicable. |
| 7. | Payment schedule | – 50% payment will be made after complete software installation and 50% completion of the total project work.<br>– 40% payment will be made after completion of 100% work of the project.<br>– Balance 10% payment will be made only after satisfactory report of the Inspection Committee/Committee of Experts of the University. |

**FINANCIAL BID**

**Performa for Financial Bid:**

Tenderer's reference No._____       Date _____

Name of the Applicant:         _____

Address :            _____

_____

Tel. No. _____Fax No.:   _____

Mobile No.: _____e-mail:                _____

| Price Components | Unit | Unit Price (in INR) |
|---|---|---|
| Digitization of Theses and Dissertations (Complete Scanned Solution as per technical requirements of tender document) | Per Page | |
| Implementation of Document Management System (DMS) with MySQL database and full-text search, browse features (including perpetual license fee, if any). | Lump sum | |
| Technical Support/Maintenance Fee for Document Management System (DMS) | Annual | |
| Metadata creation of each digitized document as per Dublin Core Standards and LC subject Classification | Per Thesis | |
| Uploading of digital thesis on internet/ intranet/DMS as per technical requirements | Per Thesis | |
| Data preparation and backup on cloud and maintenance charges for 5 years (including secure cloud storage in India). | Annual | |

Name & Signature of the Authorized Signatory of the Company