Outsourcing of the Research Project on Digital Repository

The Institute has initiated a research project on rebuilding its existing digital repository and integrated library management system using open source software applications, DSpace, Koha and E-prints. In this regard, we would like outsource the following components of the project.

1. Installation of the latest versions of DSpace, Koha and E-Prints on Ubuntu platform
2. Customization of facilities/ features (DSpace and Koha)
3. Front-end design of the Digital Repository (DSpace) and Online Public Access Catalogue (Koha)

Terms and conditions

1. The firm will be responsible for error detection/correction of the installed applications (E-prints, DSpace, Koha) throughout the project period and also at the hosting time.
2. The works like data entry, uploading of the documents etc will be carried out by the Institute.
3. The computers for the installation and customization of the software applications will be provided by the Institute.
4. The work may be carried out by the firm in online mode using Team Viewer.
5. The firm is expected to complete the assigned work in a time bound/ scheduled manner as stipulated by the Institute.
6. The payment will be made only after the successful completion of the entire work.
7. Joint bids and outsourcing or subletting of any nature / third party shall not be acceptable.
8. Bidders should have annual turnover of Rs. 1 Crore each during 3 preceding financial years.
9. The Bidder should be certified ISO 9001:2008 for quality Management and ISO 27001:2008 for data security.
10. The Bidder should have executed at least 5 similar projects and documentary evidence of the same must be submitted along with the bid.
11. The Bidder should have at least 5 full-time technically qualified personnel on its rolls.

Estimate (*To be filled in by the Bidder*)

S.No.	Name of the Activity	Amount (Rs)	Remarks
1	Installation of the software applications (E-Prints, D-Space, Koha)		
2	Customization of facilities/ features as per Annexure-I (D-Space, Koha)		
4	Post warranty Annual Support for the software applications (D-Space, Koha, E-prints)		

Annexure-I

Facilities/ Features

D-SPACE

1. Front-End design with the following components/features
   a. Image banner reflecting the meaning of the digital repository with Institute logo and the captions
   b. Sliding images of the types of resources in the repository
   c. Facility for User Registration / Login
   d. Facility for simple and advanced searching, browsing by the Type of Resources, Subject, Author, Year, Title etc.
   e. Facility for depositing the material by the registered users
   f. Feedback form
   g. Graphical representation of the Usage statistics
   h. Recent submissions
   i. Top 10 downloads
   j. How to cite
   k. Copyright FAQs
      A model Front-end is enclosed herewith as **Figure-A**.
2. The system should have the facility for developing trilingual content
3. There should be facility to assign User ID to the user group profiles.
4. Provision wherein the staff/ user(s) can register in the system and create their account and system securely identifying the users.

5. Provision for users for submission of materials and approval mechanism before publishing.

6. Facility to support multiple file formats i.e. PDF, MS Office, TIFF, JPEG, Audio/Video, PowerPoint etc.

7. Facility for generating comprehensive statistics to evaluate the usage of the system, geographical location of users, month, city, country etc.

8. Facility to limit access to documents, files and metadata to specified users or user groups.

9. Full text searching facility.

10. Facility for saving all searches so as to track the document usage patterns.

11. Facility for document streaming.

12. Facility for faceted search mechanism.

13. Facility for predictive search i.e. the application should provide suggestion when user starts keying the alphabets in certain fields for search.

14. Compatibility of the interfaces with small screen devices, i.e. laptop, smart phone, tablet, etc.

15. Accessibility of the content to users only after proper authentication.

16. Facility for displaying recent submissions on the repository home page and individual resource pages

17. Facility for displaying the top 10 down loads on repository home page

18. Facility for automatic APA citation style generation for individual resources

19. Facility for creation of Community/ Sub Communities / Collections. A layout of the same is given as **Figure B.**

20. A sample of the browsing interface is given as **Figure C** .

KOHA

1. The system must support multiple file formats i.e. PDF, MS Office, TIFF, JPEG, Audio/Video, PowerPoint etc.

2. It supports bulk import & export of data as XML and CSV format.

3. There should be facility for generating comprehensive statistics/reports to evaluate the usage of the system.

4. The system must have the capacity to manage all types of library materials such as Books, Serials, Electronic Resources, Digital materials and Special collections, CD-DVDs etc.

5. The system must provide full support for AACR2, RDA and MARC21 (for bibliographic, authority and holding records) format.

6. The Acquisition Module must:

   a. Provide functionality to manage the complete acquisitions process, covering firm, standing and placing orders. The system must support the purchasing workflows of both print and electronic materials such as preparation of lists, approval, ordering, receiving of items, cataloguing stock items etc.

   b. Provide functionality to manage vendors and invoices.

7. The Circulation Module must:

   a. Provide functionality to issuing and discharging items at the library desks and by self-service; managing reservations, including shelf-checks; managing borrower accounts and transactions; fines and charges etc.

   b. Management Information – statistics on system transactions, borrower information, etc.

   c. Provide a patron database that can be populated with manually created records.

   d. Allow the library to communicate with its patrons as a result of the activities managed as part of their relation with the system (loans, holds, fines, etc.).

   e. Be possible for an end-user to display and manage his individual holds/requests.

   f. Provide a calendar, maintained by the library to specify the days of the week or the specific dates of the year in which it is closed. This

calendar must be automatically taken into account during circulation activity.

8. The Cataloguing Module must:

   a. Have an Online Public Access Catalogue (OPAC) that permits customers to enquire about stock, place reservations, renew loans, etc.

   b. Facility for input of URLs, and other URIs in records for electronic location and access information.

   c. Notify the cataloguer when a record being edited or saved matches an existing record in the catalogue.

   d. Allow for the import of records, singly or in bulk, and for defining and applying a set of validation and normalisation routines before the load.

   e. Allow for exports in a range of internationally recognised formats including, at least, MARC, XML.

   f. Allow for the creation of holdings and item records for physical resources.

9. The Serials Module must:

   a. Allow management of all possible serial publication models, from very regular to extremely irregular ones, allowing for any possible exceptions.

   b. Allow access directly the following information attached to a serial title:

   Order details, Receipt details, Claims details, Invoice details, Bibliographic detail.

   c. Check-in of serial issues must automatically update holdings statements.

   d. Invoicing and payments functionality must provide alerts when no issues have been received.

10. A sample interface of the OPAC is given as **Figure D**

Figure-A   Sample Front-end of the Digital Repository

Institutional Repository of AIISH

An Institutional Digital Repository of All India Institute of Speech and Hearing

Home	About	FAQ	Register	My Account	Rules & Guidelines	Help

Search

Advanced Search

Carousel Sliding of the types of collection/Resources

At a Glance

Top 10 downloads

Recent submissions

Statistics

How to cite

Browse
   Collections
   Subjects
   Titles
   Authors
   Key words
   Year

Usage statistics – Graphical Report

Types of Resources - Small Icons of Sliding images

Author Corner
   Submit Material
   Copyright FAQ
   Advantages

Figure-B

Layout of the Communities/ Collections

AIISH Institutional Repository

- Theses and Dissertations
    - Postgraduate Dissertations (--- no)
    - Independent Project Reports (--- no)
    - Doctoral Dissertations (--- no)
- Funded Research Reports
    - Intramural Research Reports (ARF) (--- no)
    - Extramural Research Reports(--- no)
- Scientific Presentations
    - Conference/Seminar Presentations(--- no)
    - Journal Club Presentations(--- no)
    - Clinical Conference Presentations (--- no)
    - Others (--- no)
- Scientific Publications
    - Journal Articles(--- no)
    - Books (--- no)
    - Book Chapters (--- no)
    - Others (--- no)
- Photographs and Images
    - Former Directors(--- no)
    - Events-Known(--- no)
    - Events-Unknown(--- no)
    - AIISH-Life(--- no)

- Eminent Visitors (--- no)
- Research Labs (--- no)
- Landscape (--- no)
- Buildings (--- no)
- Equipments (--- no)
- Outreach Services (--- no)
- NSS Activities (--- no)
- Teleservices(--- no)
- Audios and Videos
  - Audio (--- no)
  - Video (--- no)
- Newspaper Clippings (--- no)
- Study Materials
  - Class Notes (--- no)
  - Class Presentations (--- no)
  - Assignments (--- no)
- Question Papers(--- no)

Figure C

Institutional Repository of AIISH

An Institutional
Digital Repository of
All India Institute of
Speech and Hearing

Institutional Repository of AIISH	*Type of Resources*

Institutional Repository of AIISH

Institutional Repository of AIISH

Theses & Dissertations

In Choose an item.   Search for

Browse by :

Category

- **PG Dissertations** (Counts in Collection)
- **Independent Projects** (Counts in Collection)
- **Doctoral Theses** (Counts in Collection)

Recent Submissions - under of this category only

Institutional Repository of AIISH

Institutional Repository of AIISH

Theses & Dissertations

Browse by Year:

Jump to a point in the index: (Choose year) ▼   (Choose month) ▼ Go! or type in Year:

Sort by: issue date ▼ In order: Ascending ▼ Results / Page 20 ▼ Authors / Record: All ▼ Update

Showing Results of

Year	Title	Author	Citation

Institutional Repository of AIISH

An Institutional Digital Repository of All India Institute of Speech and Hearing

Institutional Repository of AIISH

Theses & Dissertations

Browse by Author:

All 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

or enter first few letters:

Order: Ascending ▼ Results/Page 20 ▼ Update

Showing Results of

Ajith Kumar	20	Savithri , S.R	40

Institutional Repository of AIISH

Theses & Dissertations

Browse by Subject:

All 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

or enter first few letters:

Order: [Ascending ▼] Results/Page [20 ▼] [Update]

Showing Results of

Audiology	20	Speech Pathology	40

Institutional Repository of AIISH

Theses & Dissertations

<u>Browse by Department:</u>

All 0-9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

or enter first few letters:

Order: [Ascending ▼] Results/Page [20 ▼] [Update]

Showing Results of

Dept. of Audiology   20   Dept. of Speech Pathology   40

Note:

Additional **Browse by** Options required for few Resource Types like

- **Funded Research Reports**

- **Scientific Presentations**

- **Audio & Video Materials**

- **Newspaper Clippings**

- **Question Papers**

Figure-D

All India Institute of Speech and Hearing
(An Autonomous institute Under Ministry of Health and Family Welfare, Government of India.)
Library and Information Center
Web OPAC

Sear by Choose an item.   Item in Choose an item.

Advance Search

Home   Display of New Arrivals / New Additions (Carousel Slider)

Library Homepage

My Account/Login

Most Popular

Material Image	Material Image	Material Image	Material Image

Browse by Subjects

Recommend
Titles/Purchase
Suggestions

Name of the title of the material and Author	Name of the title of the material and Author	Name of the title of the material and Author	Name of the title of the material and Author

Tag Cloud

Union Catalogue   Carousel Slider of Statistics of collections
- IndCat
- GujCat
- NUCSSI

14,500	3,000	200	1500	600
Text Books	**Reference**	**e-Books**	**Dissertations**	**CD/DVD**

Calendar
(Calendar Days should
show blocking the non
working day of library)

Visitors ---------

Customized by : -- Website : http://aiish.ac.in e-mail: lio@aiishmysore.in