

LIBRARY AUTOMATION

Conditions & Specifications

Conditions for the Bidders:

- The bidder is responsible for supply the Library automation software, required hardware and accessories for successful implementation & functioning of the library automation.
- The bidder is responsible for complete data entry, barcode sticker printing & pasting work (both books & users)
- The bidder should have prior experience of completing library automation on turnkey basis (at least one college in Bargarh district, documentary proof required)

Main Features of the Library Software:

- Acquisition Management
- Barcode Scanning
- Bar-coding / RFID
- Catalog Management
- Circulation Management
- Fine Collection
- OPAC
- User Management
- Periodicals Management
- Reserve Shelf Management
- **Search by barcode, shelf, title, author, publisher, subject, prescribe, reference, hall edition etc.**
- **Reporting (Day wise, member wise, Date to Date, monthly, yearly, destroyed, issued, available, Stock, etc.**
- Self Check-in/Check-out
- Serials Management
- **Software should be both Web based & Desktop based**

The major sub-modules and respective features are as below:

Acquisition & Cataloguing:

- Purchase process-Requisition, Comparative statement and Purchase order
- Invoicing and Accessioning
- Payment and Invoice/Bill register
- Binding
- Write-off documents / Lost documents
- Bar-code generation
- Physical stock verification
- Cataloguing as per AACR2 norms – Subject-wise, Author-wise and Title-wise
- Budget utilization analysis
- Unlimited accession series and unlimited document accessing

Circulation:

- BT record
- Circulation – Issue, Return and Renewals
- Reservation, Claims & overdue and Recall notices
- Holidays
- Library Clearance and Fines
- Book bank
- Reference book circulation

Online Public Access Catalogue (OPAC)

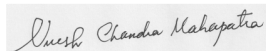
- Information about documents is searched using powerful search engine according to the following criteria:
 - Accession number
 - Titles or (word within title)
 - Authors
 - Subject
 - Publisher
 - Class Number
 - ISBN
 - Publication year
 - Combinational
 - Editor
 - Type of document

Serial Control:

- New / renewal subscription order
- Reminder and payments
- Binding of serial, Accessioning & serial circulation
- Indexing of serial OPAC
- Daily News Paper entry & Paper cutting storage
- Current arrival and expected periodicals list
- MIS analysis



Convener
Purchase Committee
Panchayat College, Bargarh



Coordinator
RUSA
Panchayat College, Bargarh



Principal
Panchayat College, Bargarh