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**National Informatics Centre**  
**Department of Information Technology**  
**Ministry of Communications and Information Technology, Government of India**  
**A-Block, CGO Complex, Lodhi Road, New Delhi - 110 003 India**  
**Fax : 91-11-24362628; Phone: 91-11-24305487**

**Implementation of e-Granthalaya Software**

**For Automation and Networking of Library**

**Project Proposal**

Our Ref No: NIC/LIB/NICSI/2013/01

DATE: 09/04/2013

FROM:

Ram Kumar Matoria,

Technical Director

Ph.011-24305487

**To,**

**Shree V K Paul,**

**Under Secretary (General)**

**Ministry of Road Transport and Highways,**

**Government of India**

**Transport Bhavan, No.1 Parliament Street,**

**New Delhi – 110 001**

**Dear Sir,**

With reference to your email/letter No D-21013/3/2002-Gen. dated on 29/07/2010 regarding implementation of e-Granthalaya software in your library and hiring of other paid services from NIC/NISI. As you know that E- Granthalaya software is being provided FREE to the Libraries in India but other support Services are done on payment basis, if required. These paid Services are being provided by the **National Informatics Centre Services Incorporate (NICSI)** empanelled Agencies on terms and conditions being mailed to you separately. NICSI is a Government of India Enterprise under NIC (<http://nicsi.com> ). Full details of the empanelment available at our web site at <http://egranthalaya.nic.in> .

**[A]. Your Requirements as you mentioned in the Letter/Mail:**

* Installation of e-Granthalaya Software with on-site training, and One Month Support, etc.
* Data Entry of 32,000 (Advance Type) books with Keywords assignment, Classification of documents as per DDC scheme
* Generation, Labelling and Pasting of BarCodes on books

**[B]. Rates of the Services**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.N.** | **Task Involved** | **Rates** | **Total (Rs)** |
|  | * Installation of Software in the PCs in Library * On-Site 3-Days Training to the Library Staff * Data Entry of 100 sample records * 1 on-site month support, if required | Rs.52,000.00 | Rs.52,000.00 |
| 2. | * Advance Data Entry without PC   (With Keywords, Subject Assignment, etc) | Rs.32,000 x 18 | Rs. 5,76,000.00 |
|  | **TOTAL = Rs.06,28,000/=** | | |

* **Service tax @12.36% would be charged extra as per Govt. of India regulations**
* **NICSI Admin Charges @8% on the total cost of the project**

**[D]. Roles, Responsibilities and obligations of NIC**

* NIC will provide e-Granthalaya software at ZERO Cost.
* Whenever, new version of the software will be released, NIC will assist in upgrading without any charge.
* NIC will provide technical consultation from time to time.
* NIC organizes training programs , from time to time, in various part of the country, library staff can attend such program. Announcement about the program is posted at <http://egranthalaya.nic.in>
* NIC will co-ordinate the project with the vendor as well as User department.
* NIC will execute the project through NICSI – Rolling out of e-Granthalaya Software and H/w, S/w will be procured from NICSI.

**[E]. Roles, Responsibilities of NICSI**

* NICSI is the consulting agency, a Government of India Enterprise under NIC.
* NICSI will submit the Performa Invoice to the users against their requirements
* NICSI will get the project amount in full and final 100% advance by Demand Draft in favour of ‘***National Informatics Centre Services Incorporated, New Delhi’***
* NICSI will issue the JOB ORDER to any of the three empanelled Agency

**[F]. Roles and Responsibilities of the Empanelled Agency as per the work order.**

* Will deploy the designated manpower to complete the task
* Will interact with the users to understand the requirements
* Will get complete the task within stipulated time period
* Will get completion certificate from Users to be submitted to the Project Implementation Committee of NIC/NICSI (PIC).

**[G]. Roles and Responsibilities of the Users**

* Users will co-ordinate with empanelled agency to complete the task
* Users will provide the documents/books for data entry.
* Users will provide Space/table/PCs to the Data Entry Operators for data entry
* Users will provide Barcode Printer/Stationery etc for generation of Barcode labels for books.
* Users/Library Officer will check for Quality Control and will supervise the job
* Users will issue the ‘Completion Certificate’ to the empanelled agency

We do hope that you will find this proposal of your interest and we look forward to serve your esteemed Organization. In case you are agree with the proposal, please ask us to send you the ‘Performa Invoice’ of the selected items/services from above in your name to process the payment at your end. Thanking you & assuring you of our best professional services at all times.

**Thanks & Regards,**

**(Ram Kumar Matoria)**

**Technical Director**

[**rkmatoria@nic.in**](mailto:rkmatoria@nic.in)

**Ph. 24305487**

Mansoorul Haque

NIC Cell

[mansoor@nic.in](mailto:mansoor@nic.in)