**National Library**





(Republic of Mauritius)

RF. No. 062

MS ISO. 9001:2015

**National Library (NL)**

**Expression of Interest (EOI) for the**

**Supply, Installation, Configuration, Training and Commissioning of a Library Management System (LMS)**

# Procurement Ref No: NL/EOI/1/23

## National Library

## 2nd Floor, Fon Sing Building

## 12th Edith Cavell Street

## Port Louis

## Mauritius

Tel: 211-9891

Fax: 210-7173

Email: natlib@intnet.mu

## Date: 7th June 2023

## INTRODUCTION

National Library (NL) is planning to manage its library functions within a new centralized and integrated system more efficiently. Therefore, NL intends to implement an efficient, manageable and cost-effective Library Management System (LMS) solution to address key functions.

The LMS is anticipated to give solutions components in the following modules: Workflows, Open Public Access Catalogue (OPAC), and National Union Catalogue (NUC).

## SCOPE OF SERVICES

1. The scope of services will consist of Supply, Installation, Configuration, Training and Commissioning of a Library Management System for the National Library.
2. The proposed LMS is expected to replace NL’s existing systems such as Acquisition, Cataloguing, Reporting, Serials Management, User management, Copy Cataloguing (allowing to input ready-made MARC records), Workflows, OPAC, and NUC.
3. Migration of data from the existing LMS to the proposed one.
4. It should also allow full text searching and should be user-friendly.
5. Innovative and additional features might be discussed during site visits.
6. NL reserves the right to decide on the priority of implementation of the modules.

## APPROXIMATE NUMBER OF USERS FOR THE LMS: 20

NL reserves the right to increase and decrease the number of users.

## ELIGIBILITY CRITERIA

* 1. The applicant should have been in the LMS or any other alternative implementation business solutions in the past years.
	2. The applicant should provide a list of similar projects executed in the past years, including description, contract value, name of Clients and Consultants, year started and completed.
	3. The applicant should be financially sound.

## DOCUMENTS TO BE SUBMITTED

* 1. The applicant should provide profile of the company, its organization, staffing and details of experience in similar assignments undertaken in the past years including name of clients, locations, duration and description of assignment;
	2. The applicant should provide the CV’s of qualified staff and their experiences in managing and implementation of similar project.
	3. The applicant should provide a proposal of the company’s deployment schedule for

undertaking the assignment;

* 1. The applicant should provide a work plan including proposed maintenance agreement and user training for the implementation of the LMS project.
	2. Applicants are required to submit all supporting documents for above criteria signed and with company seal.
	3. The applicant should provide its audited financial statements for the past three years.

## PRE-QUALIFICATION

Based on the criteria at paragraph 4, only qualified applicants will be invited to submit their bids.

## CLARIFICATIONS

All clarifications sought by the applicants in respect of this Expression of Interest shall be addressed to the **Secretary, Departmental Bid Committee** on: natlib@intnet.mu no later than three (3) days prior to the deadline set for submission of the Applications.

1. **SITE VISIT**

 A site visit is highly recommended to understand the existing applications and databases prior to submission of the EOI. For site visit, please contact Miss V. Sellapillay, Secretary of the Departmental Bid Committee on Tel. 211 9891 on weekdays between 09h00 to 15h30 to schedule an appointment.

## DEADLINE FOR SUBMISSION OF EXPRESSION OF INTEREST:

The Expression of Interest (EOI) should be submitted in sealed envelope in the tender box and clearly marked “**Procurement Reference No: NL/EOI/1/23, EOI for the Supply, Installation, Configuration, Training and Commissioning of a Library Management System”** indicating the closing date.

EOI submissions, addressed to the Secretary of the Departmental Bid Committee, should be deposited in the tender box at the ***National Library, 2nd Floor, Fon Sing Building, 12th Edith Cavell Street, Port-Louis*.** All submissions should reach National Library **on or before Friday 7th July 2023 by noon at latest.** EOI received after the prescribed date and time will not be considered.

EOI document received by e-mail will not be considered.

## RIGHTS OF NATIONAL LIBRARY

**The National Library reserves the right to accept or reject any application and to cancel the whole EOI exercise without thereby incurring any liability whatsoever to any applicant.**

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##  7th June 2023