SUPPLY OF INSTALLATION, CONFIGURATION AND TESTING SERVICES OF OPEN SOURCE LIBRARY MANAGEMENT SYSTEM FOR POLITEKNIK BRUNEI

ITEM	QUANTITY	DESCRIPTION
		Scope of Work a) Supply: Provide Open-source Library Management System (LMS) software. b) Configuration: Customize and configure Open-source LMS according to the library's requirements. c) Installation: Install Open-source LMS on the designated servers and ensure it's operational. d) Data Migration: Migrate existing library data (physical and online titles) to Open-source LMS.
1	1 Lot	**Supply of system software** **Open source LMS:** Latest stable version Any compatible software system required to support the LMS
2	1 Lot	**Provision, configuration and customization of Modules** **Cataloging:** Support for MARC21, UNIMARC, RDA, customizable templates. **OPAC:** Customizable interface, advanced search features. **Circulation:** Define policies, RFID/barcode integration, reminders, bulk registration, renewals, reservations Come with automatic notification features if applicable: • Due date notice via email • Reservations: Alerts for patrons about the status of their reservations • Patron Management and registration • Enable other customizable categories
3	1 Lot	**Professional services** **i. Pre-Installation:** Assessment of existing infrastructure, backup of current data **ii. Installation and configuration** Setting up the server environment Installing Open source LMS and required software components. (server provided by Politeknik Brunei) **iii. Post Installation:** Data migration- Library Collection approximately 6700 Copies, 3700 Titles records, same number as holding record Active patrons: approximately 2700 (Patron registered in – 2022, 2023,2024), Circulation transaction- loan -4600 (approximate) Charges record: 1100 (approximate) Receipt record - 553 (approximate) Configuration of modules Testing and validation

4	1 Lot	**Documentation** Comprehensive user manuals and online help resources (inclusive any necessary credential of ownership)

Important notes:
- Vendor must have proven past experience with open source LMS implementation in libraries.
- Positive references from previous clients need to be attached (If applicable)
- Able to provide comprehensive support and service package

Note:

If you are interested in submitting an offer, you are required to make a payment of BND$5.00 to Finance Division on the 12th floor, Politeknik Brunei.

You are also required to fill in the online PARTICIPATION FORM at https://bit.ly/3Hp2RLt and upload the payment receipt into the form. Quotation Form (RFQ) and related documents will be sent via email.

If you require further information, please do not hesitate to contact +673-7474466 or 234466 ext 306/210.

Thank you and looking forward to your participation.