



RE-ADVERTISEMENT

ADVERT DATE: 09 JUNE 2015
CLOSING DATE: 17 JUNE 2015
CLOSING TIME: 12H00

REQUEST TO SUBMIT QUOTATIONS NOTICE: 27/2014

COMMUNITY SERVICES: LIBRARY

The Mogalakwena Municipality hereby invites service provider to supply and deliver the following items.

SPECIFICATION FOR THE SUPPLY, INSTALLATION AND TRAINING OF PAPYRUS LIBRARY ADMINISTRATION SYSTEM PROFESSIONAL VERSION

Papyrus Library Administration System professional version
Includes software for Microsoft SQL Server 6.0 or later
Includes Database, Backoffice and OPAC search License
Issuing and Receiving and Cataloguing Desk Licences
- 10 Workstations
Includes software licence, programmable barcode scanner,
Camera for identification purposes,
Issuing Desk Licences
Discount of 5 Licences less
Barcode Labels for Books
Barcode Labels for 20,000 books
Barcode ID Printer for Members
For printing ID cards for Library Members including the barcode,
Photograph and member's details on ID Card type printer<
Single sided printer, cleaning roller,
Card Hopper for 100 cards

ID Cards – 10 packs of 500 – 5000 in total
Plastic ID Cards per pack of 500 ready for Barcode and Printing
ID barcode printer Ink Cartridge
Prints 500 cards per cartridge, 10 cartridges, total for 5000 Cards,
single sided. Double if both side are to be printed

Installation and Training

Install Papyrus on Windows Server already running Microsoft SQL
Install Papyrus on Workstations with the assistance of Mogalakwena IT staff
Install Barcode scanners and Web Cameras on Issuing and Receiving desks
Training of IT staff on backup routines
Training Cataloguing Staff on Capturing of books
Training Issue and Returns staff

Software Features

The software was first developed in 1995 for windows 3.1. Since then, Papyrus has been upgraded to Microsoft XP compatibility and in 2010 to Microsoft 7 compatibility.
Papyrus uses the Microsoft .NET 4.0 Framework and is developed in Microsoft's latest development software Visual Studio 2010. It has a clean, easy to understand interface and has excellent functionality when it comes to every day operation.

Here are a few examples of the many screens that are available in Papyrus to give you an idea of the look and feel of the system.
Opening Screen with Version and Organisation Details
The Main Menu
OPAC or Searching Screen
Unlimited Publication Types
Member Entry Screen
Issue or Front Desk
Cataloguing Screen
Graphic Reports
Scores of Printed Reports

The following conditions shall apply:

- Sealed quotations in sealed envelope written the notice number and/or description of service must be deposited in the Tender box to the Supply Chain Management Unit at 07 Retief street Mokopane (Cnr. of Fourie and

Retief Street - STORES BUILDING) between 07h30-16h30 (excluding between 13h00-14h00)

- Quotations must be accompanied by:
 1. valid Tax clearance certificate;
 2. CK/Company registration certificate,
 3. B-BBEE status level certificate from an accredited agency, auditors or accountants,
 4. MBD 1, MBD 4, MBD 6.1, MBD 6.2 and MBD 8 and MBD 9 forms obtainable on the Municipal website www.mogalakwena.gov.za and procurement office (stores)
- Quotation which are submitted in the **wrong tender box, faxed, e-mailed and submitted after the closing time** will not be considered.
- Errors and/or omissions in technical specification of the offer, or the price calculations will disqualify your bid
- No pricing option is allowed. Only one price for one brand must be supplied.
- Please indicate the brand which is quoted and that which will be delivered.
- Only locally produced or locally manufactured textiles, clothing, leather and footwear from local, raw material or input will be considered.
- The exchange rate to be used for the calculation of local production and content must be the exchange rate published by the South African Reserve Bank (SARB) at 12:00 on the date of advertisement of the bid.
- SABS approved technical specification number SATS 1286:2011 will be used to calculate local content.
- All awards are subject to the user division confirming the sample.
- Only firm prices will be accepted, non-firm prices (including prices subject to rates of exchange variations) will not be considered.
- Fixed prices must be valid for thirty (30) days.
- VAT MUST BE LEVIED BY VAT REGISTERED SUPPLIERS ONLY.
- Suppliers must be in a position to deliver within 14 days upon receipt of official order.

Quotations will be evaluated on a 80/20 point system. Whereas 80 points will be for price and 20 for preference as per PPPFA 2000, BBBEEA 2003 and preferential procurement regulations 2011. *(More information about application and requirements, please refer to MBD 6.1 for compliance and guidance on how to be accredited or to be verified)*

For further enquiries, please contact Ms. Refilwe Madisha in the community service department: Library at 015 491 9882 or Moyahabo Rasekgala in the Procurement office at 015 491 9662

Selepe PP
Acting Municipal Manager
54 Retief Street
Mokopane
0600