



# PhilGEPS

Philippine Government Electronic Procurement System

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## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 9100088  
**Procuring Entity** CARLOS HILADO MEMORIAL STATE UNIVERSITY  
**Title** Procurement of Integrated Library System Software - Fortune Towne Campus  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b>	RFQ 22-430	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	1
<b>Classification:</b>	Goods	<b>Bid Supplements</b>	0
<b>Category:</b>	Information Technology		
<b>Approved Budget for the Contract:</b>	PHP 776,300.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	30 Day/s		
<b>Client Agency:</b>		<b>Date Published</b>	11/10/2022
<b>Contact Person:</b>	Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7120003 Ext.142 bac.sec@chmsc.edu.ph	<b>Last Updated / Time</b>	10/10/2022 14:26 PM
		<b>Closing Date / Time</b>	18/10/2022 09:00 AM

#### Description

Republic of the Philippines  
 CARLOS HILADO MEMORIAL STATE UNIVERSITY  
 Talisay City, Negros Occidental  
 Telefax: (034) 712-8404 / 712-0003 Local 142  
 bac.sec@chmsc.edu.ph

REQUEST FOR QUOTATION  
 PAGE 1 OF 4  
 Date: October 07, 2022  
 Quotation No. 22-430

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

ENGR. JUN-JUN J. MARQUEZ  
 BAC Chairman

#### NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM ITEM & DESCRIPTION QTY. UNIT UNIT PRICE TOTAL PRICE  
 NO. (Pls. indicate brand offered)



**ONE (1) LOT**

1 Integrated Library System 2 unit

Library Sites: 1 Campus (Fortune Towne Library)

Current Bibliographic Records of CHMSU- 34,000

Approx. Annual Circulation of CHMSU- 7,000

**PROJECT SOFTWARE REQUIREMENTS**

The LICENSED Library Integrated Software Package includes:

**1. Circulation**

\* Check out and Check in, auto set of due date, set an override due date

Onsite and Online Renewal

\* Onsite and online placing of material on 'hold/reserve' with pick up schedule, expiration date of hold and restrict check out of reserved material to a different borrower

\* Add, edit and delete library patron account, view loan history, set expiration date of borrower account, borrower transaction summary: checked out items, overdue items, balance/library fee, items on hold

\* Scheduled overdue and library fine notification sent to borrower via email message

\* View status of book/material: availability, number of copies, overdue status

Offline Circulation transactions

\* Circulation Application for Circulation Staff downloadable to Android and Apple devices

\* Record Materials for in-house use only

**2. Online Public Access Catalog and Searching**

\* 24/7 OPAC searching

\* OPAC search displays book cover, title information, bibliographic information and book status/availability

\* Integrate and display other subscribed databases of the library in the OPAC interface

\* Library users can create individual account to enable viewing of borrowed books, fines and reserved books; build virtual book shelf for easy access to chosen references; renew borrowed books; and reserve /hold books.

\* Mobile application available for library users, downloadable from Google Play and App Store.

**3. Library Utilization and Statistical Report**

\* Generate Circulation and Cataloging reports

\* Generate statistical reports with analytics

\* Download reports in pdf, excel and html formats

\* Modify/ customize reports depending on the needed document

**4. Cataloging**

\* Supports MARC format

\* Supports RDA Cataloging standards

\* catalog through MARC tagging and Smart

Cataloging sourced from the World Wide Web and Z39.50

\* Import and export titles

\* Update book titles and copies

\* Can create and print call number and book pockets labels

\* Can create and print barcode tags

**5. Real-time Inventory**

\* Real-time record of inventoried books and other library material

\* Generate downloadable inventory report with analytics

\* Generate report of missing books

**6. Administration/ Configuration**

\* Manage library user accounts and upload pictures

\* Configuration of settings according to library policies

\* Can create different level of users' access for system security

\* Automated back-up and restore feature to secure library records and transactions

**DELIVERY AND INSTALLATION**

Delivery and Installation Services include:

\* Migration of Data from Excel Format to MARC Format

\* Delivery and Installation of the Software is not more than 45 days upon receipt of Purchase Order/Notice of Award

\* Provide Service Level Agreement

\* Provide User Manual

**SEVER REQUIREMENT 1 (free for**

Cloud server is preferred for security of records, daily back up and first year) unlimited storage.

**CUSTOMER SERVICE**

\* 4-5 Days Remote Training for the library personnel on the configuration, administration and use of the Library System

\* 24/7 Online Technical Support and Customer Service

\* Provides library system upgrades

\* One year warranty

**ADDITIONAL ACCESSORIES**

\* Receipt printer 2 unit

\* Laser Scanner 2 unit

\* Thermal Paper 100 pc

\* Pre-printed barcode label and plastic protector 2000 pc

\*\*\*\*\*Nothing Follows\*\*\*\*\*

TOTAL ABC = Php 776,300.00



PROCUREMENT OF INTEGRATED LIBRARY SYSTEM FOR LIBRARY SERVICE USE- FORTUNE TOWNE CAMPUS/R.  
MALAPITAN  
PR# 22-487-0928 09-28-22  
INCOME 217-164-22-09 09-26-22

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	ONE (1) LOT	Integrated Library System Software	1	Lot	776,300.00

**Created by** Rowena De la Vida Prado

**Date Created** 10/10/2022

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