



CALL FOR QUOTATION

Subject: Implementation of DSpace Digital Repository System

Note:

1. The last date and time of submitting the quotations will not be changed.
2. DNLU, Jabalpur invites sealed quotations from eligible suppliers for the implementation, customization, and support of a Digital Repository using DSpace on the University's local server. Sealed quotations are invited **in the name of the Library Book/Journal Purchase Committee** of Dharmashastra National Law University (DNLU), BRBRAITT Campus, Ridge Road, South Civil Lines, Jabalpur - 482001, shall be submitted through Speed Post/Registered Post only. **The quotation must be submitted on or before 28.04.2026 up to 5:00 PM.**
3. Any Legal disputes that may arise during the period shall be subject to the jurisdiction of Civil Court Jabalpur (M.P.)

1. SCHEDULE OF REQUIREMENTS

| Sr. No. | Service/Product Name | Specifications/Requirements | Qty. | Price |
|---|--|---|------|-------|
| a. | DSpace-Institutional Repository (IR) Software- Installation and Deployment Charges | Deployment and customization of DSpace software for Institutional Repository (IR) along with 1 year support services | 1 | |
| Submission Checklist for Suppliers/Applicants: Annexures <ul style="list-style-type: none">➤ Previous supply order list format - Annexure A➤ Supplier/Applicant information form - Annexure B➤ Declaration regarding clean track/no legal action - Annexure C➤ Acceptance of all details in the call for quotation(description, terms, scope etc.) - Annexure D➤ Duly filled, signed, and stamped Application Form downloaded from the University website - Annexure E➤ Server & Infrastructure/Hardware Requirements from University – Annexure 1➤ Documents supporting turnover criteria (CA certificate / financial statements of firms etc.) – Annexure 2➤ Copy of GST Registration, Copy of PAN – Annexure 3 and 4➤ Any other supporting documents as required in the quotation – Annexure 5 | | | | |

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2. Eligibility Criteria

- Minimum 5 years of experience in software implementation.
- Proven experience in DSpace implementation, preferably in government institutions/NLUs/IITs/IIMs/NITs.
- At least 3 completed projects of similar nature.
- Valid registration (GST, PAN, etc.).
- Qualified technical team.
- Average annual turnover of ₹20–25 lakhs in the last financial year.

3. Scope of Work

3.1 Server Environment Preparation

- Assess and validate the server environment provided by DNLU, Jabalpur
- Install and configure required dependencies (Windows OS, Java, Ubuntu OS, PostgreSQL, Apache Tomcat, etc.).
- Optimize server performance for DSpace deployment.
- **The supplier/Applicant is required to specify the requirements needed from the University, which shall be detailed as Annexure 1**
- Install the latest stable version of DSpace.
- The supplier shall configure the database and application server on the University's server.
- Set up domain/subdomain and SSL (if required).

3.2 Configuration & Customization

- Create Communities, Collections, and workflows.
- Customize the user interface with institutional branding.
- Perform basic and advanced UI customization (color scheme, logo, institute details, high-resolution images, OAI-PMH interface).
- Configure metadata schema (Dublin Core or customized schema).

3.3 User Management & Security

- Configure user roles and permissions.
- Implement authentication mechanisms (LDAP/SSO if required).
- Ensure system security and controlled access.
- Access shall be restricted to authorized users through secure login credentials.



3.4 Integration & Development

- Integrate with existing institutional systems (Library/Library Management Software koha).
- Develop additional modules/features as required.

3.5 Testing & Commissioning

- Conduct functional and performance testing.
- Fix bugs and optimize the system.
- Provide support during User Acceptance Testing (UAT).

3.6 Training & Documentation

- Provide training for administrators and end users.
- Submit technical and user documentation.

3.7 Go-Live & Support

- Deploy the system and ensure successful go-live.
- Provide post-deployment support.

3.8 Maintenance & AMC (if applicable)

- **Provide support for one year post-implementation.**
- Perform updates, backups, report generation, and troubleshooting.

3.9 Usage Statistics & Reporting

- Display usage statistics for each document.
- Generate reports based on month, year, document, author, etc.

3.10 Search & Indexing

- Enable advanced search and indexing for metadata and full-text content.

3.11 Data Protection

- Restrict unauthorized downloading, copying, printing, or sharing of content.
- Provide access controls for sensitive/restricted materials.

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3.12 Collection Visibility

- Display total counts of collections, sub-collections, and items on the homepage or via a dedicated interface.

4. Key Features, wish-lists and expectations for DNLU, Jabalpur IR requirements-Standard features

- Entity-based structure for Publications, Authors, and Institutions.
- The system shall support an Institutional Repository for managing and preserving academic content such as **Theses, Dissertations, Research Papers, Publications, video lectures and Other Scholarly Works etc.** of the University.
- Customized metadata profiles.
- DOI-based metadata integration (Crossref, DataCite, etc.).
- Support for multiple file formats (PDF, DOC, DOCX, images, videos, etc.).
- Integrated Solr-based search engine.
- ORCID, PlumX, and Altmetric integration.
- Bulk data upload functionality.
- Research Information Management System (RIMS) features.
- Dashboard for research analytics and reporting.
- Integration with external data sources, Such integration shall be **link-based (URL redirection)** and shall not involve unauthorized storage or duplication of third-party content. Only metadata (title, date, brief description) may be displayed within the repository, along with a link to the original source. (e.g., PIB, National Portal of India, etc.).
- DOI/DSpace persistent identifiers.
- Support for ranking/reporting frameworks (NIRF, UGC, Times Ranking, etc.).

5. Technical Requirements

- Must be based on the latest stable version of DSpace.
- Support standard metadata formats (e.g., Marc, Dublin Core).
- Scalable, secure, and web-based system.

6. Infrastructure Responsibility

- The server hardware, operating system, and network infrastructure shall be provided by DNLU.

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16/04/2024



Dharmashastra National Law University

BRBRAITT Campus, Ridge Road, South Civil Lines,

Jabalpur- 482001, Madhya Pradesh, India

Website: www.mpdnlu.ac.in

- The supplier shall be responsible for software installation, configuration, and support.

7. Terms and Conditions:

- Each supplier shall submit only one quotation.
- Supplier must quote for all items/services; incomplete submissions may be rejected.
- The work will be accepted only after quality assurance tests/checks are carried out by the competent authority.
- The University has the authority to reject, cancel, modify the conditions, or remove/relax any of the terms and conditions of the process. Any such changes will be notified on the University website as a corrigendum.

Handwritten signature and date: 16/04/2026



ANNEXURE A

PREVIOUS SUPPLY ORDER LIST FORMAT

| Order placed by {Full address of Institute} | Order No. and Date | Description of Service Rendered | Date of completion of delivery as per contract | Contact Person along with Telephone no., Fax no. and E-mail address. |
|--|---------------------------|--|---|---|
| | | | | |
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Signature and Seal of the Applicant

Place:



Dharmashastra National Law University

BRBRAITT Campus, Ridge Road, South Civil Lines,
Jabalpur- 482001, Madhya Pradesh, India

Website: www.mpdnl.u.ac.in

ANNEXURE – B

SUPPLIER/APPLICANT INFORMATION FORM

Company Name : _____

Registration Number & Address: _____

Year of Establishment of the firm _____

Name of Partners /Director: _____

City : _____

Postal Code : _____

Company's Establishment Year: _____

Company's Nature of Business: _____

Company's Legal Status: (tick on appropriate option)

- Limited Company
- Undertaking
- Joint Venture
- Partnership
- Others (In case of Others please specify) _____

The Annual Turnover of the firm for the last financial year is ₹ _____

Supporting documents such as Balance Sheets / CA Certificate etc. are enclosed herewith as **Annexure 2**.

CONTACT DETAILS

Contact Name : _____

Email Id : _____

Designation : _____

[Handwritten Signature]
16/07/2026



Dharmashastra National Law University

BRBRAITT Campus, Ridge Road, South Civil Lines,

Jabalpur- 482001, Madhya Pradesh, India

Website: www.mpdnl.u.ac.in

Phone No :(_____) _____

Mobile No: _____

BANK DETAILS

Name of Beneficiary: _____

A/c. No. CC/CD/SB/OD: _____

Name of Bank IFSC NO. (Bank): _____

Branch Address and Branch Code: _____

Other Details

Suppliers PAN No. _____

Suppliers GST: _____

Date:

Authorized Signatory Name

Place:

Designation:

Contact No

Signature
12/07/2016



Dharmashastra National Law University

BRBRAITT Campus, Ridge Road, South Civil Lines,
Jabalpur- 482001, Madhya Pradesh, India

Website: www.mpdnlj.ac.in

ANNEXURE – C

DECLARATION REGARDING CLEAN TRACK/NO LEGAL ACTION (to be provided on letter head of the firm)

I hereby certify that the above firm namely _____ is neither blacklisted by any Central/State Government/Public Undertaking/Institute nor any criminal case registered / pending against the firm or its owner / partners anywhere in India. I also certify that the above information is true and correct in every respect and in any case at a later date it is found that any of the details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

OR

I hereby certify that our firm namely _____ was blacklisted by _____ for a period of _____ years/months at the Institute Level/ All Indian Level.

Date:

Authorized Signatory Name

Place :

Designation:

Contact No

[Handwritten Signature]
76/54/2026



Dharmashastra National Law University

BRBRAITT Campus, Ridge Road, South Civil Lines,

Jabalpur- 482001, Madhya Pradesh, India

Website: www.mpdnl.u.ac.in

ANNEXURE - D

ACCEPTANCE OF QUOTATION TERMS

(To be given on Company Letter Head)

Date: DD/MM/YY

To,

The Registrar

Dharmashastra National Law University,

BRBRAITT Campus, Civil Lines, Jabalpur-482001

Sub: Acceptance of the terms and conditions mentioned in the quotation.

Name of Quotation / Work: - _____

Dear Sir,

1. I/ We have downloaded / obtained the quotation document(s) for the above mentioned 'quotation' from the web site(s) namely

_____ as per your advertisement, given in the above-mentioned website(s).

2. I / We hereby certify that I / we have read the entire terms and conditions of the quotation (including all documents like annexure(s), schedule(s), scope of work, key features etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.

3. I / We hereby unconditionally accept the conditions of above-mentioned quotation / corrigendum(s) in its totality / entirety.

4. I/We certify that all information furnished by our firm is true and correct. In the event that any information is found to be incorrect, untrue, or violated, your department/organization shall have the right, without notice or reason, to summarily reject the supplier or terminate the contract, without prejudice to any other rights or remedies

Yours Faithfully,

(Signature of the Supplier/Applicant, with Official Seal)