

Expression of Interest (EOI)
for
Digitization of Books, Periodical, Manuscripts, Historical Documents of
Assamese Language
BY

ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD. (AMTRON)
Industrial Estate, Bamunimaidam, Guwahati, Assam, Pin: 781021



EOI no. AEDC/IT-Tools/2020-21

Dated 03rd August, 2023

Expression of Interest (EOI)

AEDC Ltd invites qualified and experienced firms/agency to express their interest in providing proposals for the digitization of historical books, periodicals, manuscripts, "xasipaat puthi," "tamra patra," and other culturally significant materials available scattered around the various locations in Assam to create a repository of digital contents.

The primary objective of this EOI is to identify suitable firms/agencies capable of on-site digitization of historical books, periodicals, manuscripts, "xasipaat puthi", "tamra patra and other historical documents of Satra's all over the state of Assam. AEDC Ltd seeks a firm/agency who can handle this delicate task with utmost care and precision, ensuring the preservation and conservation of these invaluable treasures. The selected firms/agencies will also be responsible for providing the necessary equipment and facilities, including scanners, laptops, gensets, UPS, and a custom-built mobile van for on-site digitization purposes in a turnkey basis

Scope of Work:

1. Digitization of Books, Periodicals, Manuscripts, "xasipaat puthi", "tamra patra: The selected firm will be entrusted with the task of digitizing an extensive collection of Books, Periodicals, Manuscripts, "xasipaat puthi", "tamra patra and other historical documents of Satra's all over the state of Assam. Delicate and often rare manuscripts form a vital part of our heritage. The chosen firm must demonstrate expertise in handling such materials with care and precision during the digitization process. Emphasis should be placed on capturing the content accurately, maintaining high-resolution scans, and preserving the original layout and illustrations. The selected firm should be sensitive to cultural nuances and ensure accurate digitization while respecting the sacred nature of historic values and religious sanctity.
2. Supply of Equipment & Vehicle in Turnkey Basis: To ensure a smooth and efficient digitization process, the selected firm is expected to supply the following equipment:
 - a) Scanners: Overhead scanners preferably (A2) capable of high-resolution digitization are essential for capturing intricate details and producing clear digital copies.
 - b) Laptops: Laptops with adequate configuration as necessary for on-site data processing, quality control, and efficient management of the digitization workflow.
 - c) UPS: UPS units of sufficient capacity are essential for critical applications where continuous power availability is crucial. It is to protect computers and sensitive electronics from power interruptions and potential damage due to electrical issues.
 - d) Genset: A reliable genset is crucial to providing uninterrupted power supply during the project, particularly when operating in areas with unpredictable electricity.

- e) Customized Mobile Vehicle: The selected firm must provide a State-of-the-art mobile vehicle specially designed and equipped to safely and securely transport the digitization equipment between locations.
- Type: Custom-built vehicle suitable for long journeys
 - Size: Adequate size to accommodate the aforementioned digitization equipment and personnel comfortably
 - Power Source: Equipped with a reliable power generator (genset) for continuous operations
 - Room for a dedicated workstation with power outlets equipped with laptops for real-time digitization
 - It should be equipped to handle long journeys, ensuring that historical books from various locations can be digitized effectively.
 - Workstations with laptops for on-site digitization processes
 - Air conditioning unit to maintain a controlled environment.
 - Adequate safety measures to protect the valuable digitization equipment's during transportation
3. Manpower and Driver: The digitization project demands a skilled workforce with expertise in handling diverse materials. The firm shall provide the following:
- a) The firm shall deploy skilled personnel experienced in book and document digitization.
 - b) A competent and responsible driver should be provided to transport the mobile vehicle to designated locations.

Submission Details:

Interested vendors are requested to submit their expressions of interest in a sealed envelope clearly marked "EOI for **Digitization of Books, Periodical, Manuscripts, Historical Documents of Assamese Language**" to the following address:

Assam Electronics Development Corporation Limited
Industrial Estate, Bamunimaidam, Guwahti-781021, Assam
Website: www.amtron.in Phone No: +91-361-2650

The submission should include the following information:

1. Company Profile:
 - Name, address, contact details, and company profile.
 - The firm/agency should have a local office in the state of Assam

2. Technical Proposal:

- Proposed approach and methodology. The proposal should outline the firm's approach, methodology, and strategies for digitization. It should also detail how the firm plans to manage and maintain the equipment throughout the project.
- Detailed specifications of the proposed mobile unit vehicle, including dimensions, power capacity, etc.
- Detailed external and internal schematics (design architecture) of proposed customized vehicle.
- Any other technical information regarding scanners etc.

3. Experience:

- Relevant experience related to project implementation of large scale projects in remote location. Projects may be related to digitization/technical projects etc.
- Ability to work in remote locations of Assam.

4. Proposed Timeline for execution of the project:

- Detailed concept note on how the execution of the project shall be done along with timeline.

5. Financial

- Balance Sheet of the last three financial year.

6. Support and Maintenance:

- Details of support and maintenance services offered by the firm.

Timeline:

Date of issue of this EOI document: **03/08/2023**

The deadline for submitting expressions of interest: **17/08/2023. (3.30 P.M)**

After the evaluation of received expressions of interest, shortlisted vendors may be invited for further discussions and to provide detailed quotations.

Contact Information:

For any queries or clarifications regarding this EOI, please contact at **md@amtron.in**

Disclaimer:

Please note that this notice is for the purpose of seeking expressions of interest only and does not constitute a formal tender or contract. AMTRON reserves the right to accept or reject any or all expressions of interest without providing any reason whatsoever.

Sd/-

Managing Director, AEDC Ltd