

**Archives sans Borders Project
School of Social Sciences
Mahatma Gandhi University
Pullarikkunnu, Malloosery (Post)
Kottayam 686 041**

Quotation No: SSS 1037/Website/1/2017
Date: 04.01.2017

QUOTATIONS INVITED

Quotations in sealed envelopes superscribed with Quotation No.SSS 1037/Website/1/2017 are invited for developing and maintaining disabled friendly archival website and assistance in finding out appropriate methods, training the project staff and supervise for the following.

- Scanning documents
- Organising digital documents
- Bookmarking digital documents for internal navigation and filtering index words
- Preparing images of pages and watermarking for web hosting
- Preparing bibliographic metadata of documents

The minimum period required should be mentioned in the quotation. All bidders may be asked to show a demo website and the first priority should be for the bidders who are experienced in archival websites. Quotations should be addressed to the Principal Coordinator, Archives sans Borders Project, School of Social Sciences, Mahatma Gandhi University, Pullarikkunnu, Malloosery (Post), Kottayam 686 041.

Last date for submission of quotations: **18.01.2017/ 3.00 PM**

Date and time of opening of quotations: **18.01.2017/ 4.00 PM**

Late quotations will not be accepted. The quotations will be opened in the presence of such of the bidders or their authorised representatives who may be present at that time.

sd/-

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