REQUEST FOR EXPRESSION OF INTEREST (EOI)

Subject: Library Management System

Date of this EOI: 09 August 2021

Closing date of this EOI: 04 September 2021

Reference Number: ICC EOI 129000

Address EOI for the attention of: ICC Procurement, Tender 2

E-mail address: Tender.2@icc-cpi.int

It is anticipated that the International Criminal Court (hereafter referred to as the ICC) located in The Hague, The Netherlands, will shortly be issuing a solicitation for the provision of **Library Management System**. In this connection, the ICC is requesting expressions of interest from qualified firms.

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**Brief Scope of Work of Library Management System**

1. **Background & Current Situation**

The ICC Library provides services to advance legal scholarship and support the investigations and jurisprudence undertaken by the Court exercising its jurisdiction. As part of the Registry, it provides reference services to all constituents of the International Criminal Court; Presidency, Chambers, Office of the Prosecutor, the Registry and External Counsel representing an audience of approximately 1000 users located onsite and remotely, including staff in Country Offices. The Library normally provides on-site access to external researchers upon appointment only, a service that is currently suspended due to COVID-19 prevention measures.

The ICC Library holds a unique collection of print and digital specialized materials in the areas of international criminal law and procedure and background literature of relevance to the mandate of the Court in a variety of European and non-European languages. In line with both official working languages of the Court, the Library aims to make all its services available in English and French and currently provides user interfaces and metadata searching and filtering possibilities in both languages to aid optimal collection discovery by all its users. In the last five years the Library has made a consistent transition towards providing an increasingly digital collection, however given its specialised nature and the unavailability on occasion of alternative formats, print publications continue to constitute an important element of the holdings.

In line with the specialised focus of its collection, the ICC Library aims to catalogue to Level 3 levels. It follows MARC21, RDA, LCSH and LCC standards

The ICC Library uses the Library Management System to support the following processes and services:

* Acquisitions
* Cataloguing & Authorities Metadata Management
* Circulation
* Inter-Library Loans and Requests
* Serials Management
* Reader Services (OPAC and Discovery services)
* Reporting and Analysis

SirsiDynix provides the ICC Library with its LMS since it migrated from its interim system MINISIS in 2004. The SirsiDynix LMS was migrated from a local installation to a Software as a Service (SaaS) in 2017.

The current SaaS products are: Unicode Symphony Workflows 3.6 (1 Production and 1 Test server; bi-lingual English/French Java staff client interface); additional SirsiDynix BLUEcloud Cataloguing, Circulation and Analytics web based staff clients; the delivered bi-lingual English/French OPAC (e-Library) has been integrated into EBSCO Discovery Service (primary discovery layer) and EBSCO Publication Finder as part of end-user discovery.

The Library uses the LMS within a multi-library environment, the majority being internal locations assigned as Libraries. The EBSCO discovery layer has been made available to the Public on the ICC website to browse only. Access to full-text content and the OPAC is restricted to internal use (onsite at HQ or authorised outside/remote access).

1. **Services to be delivered**

The ICC is looking for a vendor hosted SaaS LMS solution. The vendor will be expected to:

* Set up a LMS according to ICC requirements as indicated in 3.1.1. and within agreed timelines.
* Customize their existing solution if required, to be able to address third party integration described in Section 4.
* Migrate existing data from the library’s current LMS, according to a mutually agreed migration plan to ensure integrity and security.
* Maintain a fully operational system that meets ICC acceptance standards, ensuring business continuity and guaranteeing minimal downtime.
* Train ICC staff in the use of the LMS and provide training materials to support the use of all the core system functionality provided.
* Provide technical support and problem resolution to the ICC Library.

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Interested firms/organizations should forward their Expression of Interest by e-mail to [Tender.2@icc-cpi.int](mailto:Tender.2@icc-cpi.int)

Please use the attached form (Page 3).

Interested firms/organizations registered with the UN Global Marketplace, please indicate your vendor registration number.

Please be advised that this Request for EOI does not constitute a solicitation. It should also be noted that the ICC reserves the right to change or cancel this requirement at any time.

**IMPORTANT**

**Vendors interested in participating in the planned solicitation process should complete and submit an online Supplier Registration at:** <https://marketdojo.com/icc-suppliers/>

**NOTE: Please do not send any offers or price quotations as a response to this Request for EOI.**

**EXPRESSION OF INTEREST**

**ICC EOI 129000**

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1. **Company information:**
2. Company’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Address (address responding to this EOI): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Company contact person’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. E-mail address of the contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

f) UNGM Vendor Registration No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(END of ICC EOI 129000)