

**SOLEMN DECLARATION RELATED TO THE QUESTIONNAIRE (Annex 5)**

We declare that the offered solution meets all general exclusion criteria of chapter III of the Questionnaire (Annex 5).

~~EX Libris LTD.  
אקס ליבריס בע"מ~~

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Guy Yasur, CFO Europe

Ex Libris Ltd.

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**Annex 5 to the  
Competition's Conditions**

**QUESTIONNAIRE**

# Content

<b>I</b>	<b>Introduction.....</b>	<b>3</b>
	About this document .....	3
	How to fillout the form .....	3
<b>II</b>	<b>Form.....</b>	<b>4</b>
<b>III</b>	<b>General exclusion criteria.....</b>	<b>5</b>
<b>IV</b>	<b>Criteria catalog .....</b>	<b>6</b>
1	General requirements.....	6
1.1	Technical System Requirements.....	6
2	Integrated Library System.....	8
2.1	Cataloging .....	8
2.2	Unicode .....	13
2.3	Holdings/Items.....	14
2.4	Authority records.....	15
2.5	Acquisitions.....	17
2.6	Circulation .....	21
2.7	Serials.....	27
3	Retrieval and presentation to End-Users .....	31
3.1	General Requirements.....	31
3.2	Search Scope.....	37
3.3	Search Features.....	38
3.4	Faceted Navigation .....	39
3.5	Personalization Features.....	40
3.6	End-User Basket.....	41
3.7	Alerts.....	41
3.8	Search Interface.....	42
3.9	Delivery .....	43
3.10	Accessibility and Usability.....	44
3.11	Search Results .....	45
3.12	Receiving and Normalizing Data .....	46

Suppliers initials:         GK

# I Introduction

## About this document

The entire completion of the specification form with the criteria catalogue inside is basically for the comparability of the offer.

Filling out the criteria catalogue the supplier declares which MANDATORY and which OPTIONAL criteria are fulfilled by his offer. The statements concerning the criteria are necessary for the offer evaluation.

## How to fillout the form

This form can be opened out with word processing software which supports the format. **The filled out form must be printed and the pages have to be initials. This specification has to be submitted with all other tender documents!**

There are text fields and fields to be marked with a cross.

<b>Your text</b>
------------------

YES :

NO :

In the fields to be marked with YES or NO please mark **exact only one** of the squares! If both or none of them are marked the criterion will not be regarded as fulfilled.

**Before submission please check that all pages are with initials.**

Suppliers initials:         GP

## II Form

1. Suppliers entire name:

**Ex Libris Ltd.**

2. List all offered product names, versions included.

**Aleph 500 v. 22**

**Primo v. 4.7**

Suppliers initials: GY

## **III General exclusion criteria**

The offered solution must meet the following mandatory requirements:

- **The Integrated Library System must include**
  - Acquisitions,
  - Cataloguing,
  - Circulation,
  - Inter-Library Loan,
  - Serials
  
- **The discovery solution must include**
  - One Stop Search
  - Decoupled content
  - Search Engine based architecture
  - Single Sign-on
  - Integration of OPAC functionality (integrated user account/requests)
  - FRBR/Title grouping
  - Deduplication functionality
  
- **Both solutions must support a shared service/multi tenancy architecture (all seven libraries share one system)**
  
- **The solution must provide consortia support, allowing each member of a consortium to have its own interface language, branding and look-and-feel**
  
- **Local deployment for the entire solution**
  
- **1st line support must be in the Romanian language**

The Contracting Authority shall reject tenders which do not fulfil all of the above eligibility criteria.

# IV Criteria catalog

## 1 General requirements

### 1.1 Technical System Requirements

**1.1.1 The system must operate on a standard server operating system, preferably Linux, and run on the Library's TCP/IP network**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.2 The system should be based on Oracle DBMS**  
**OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.3 All modules should be able to run and all system features fully operate on Microsoft Windows 7 PC workstation clients**  
**OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.4 Staff must be able to setup customized keyboard shortcuts to particular screens and functions of the system**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.5 The system administrator must be able to set security for individual users, and for specific functions**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.6 Staff should be able to move from one module to another without the system asking them for additional login information**  
**OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:  NO:

**1.1.7 There should be contextual help screens throughout**  
**OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:  NO:

- 1.1.8 Upgrades, patches and other software maintenance should cause minimal disruption to library services**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.9 The system should have a range of standard statistical data and reports concerning operations in each of the core modules**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.10 Staff should be able to save system or custom reports, or print them on their local printer**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.11 The system must support the Z39.50 and OAI-PMH protocols. The system must also include an XML gateway that allow searching of the catalogue by external application via http**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.12 LIS must support SIP2 protocol for data exchange**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.13 LIS must maintain incorporate self Check for loan and return items technical equipment and technologies (RFID, SIP2 and etc.)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 1.1.14 The system must comply with standards accepted within the library profession and the computer industry**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

## 2 Library Information System

### 2.1 Cataloging

**2.1.1 The system must be compliant with MARC21 and UNIMARC formats  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.2 The system must provide a full-screen edit interface for creating catalogue records  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.3 The system proposed must enable a bibliographic record to be retrieved and modified at any time, once it has been entered  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.4 The system proposed must enable a partial record (a short record) to be input if complete information is not yet available. This record will be used throughout the system, it is not needed to re-catalogue  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.5 The system should provide forms for data input of fixed fields  
OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.6 There must be support for cataloguing by prompts, pull-down lists and context sensitive help, MARC tag information for the current field in cataloguing process  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**2.1.7 All types of material must be able to be fully catalogued  
MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

- 2.1.8** The system must supply a 005 field with the date and time of the latest transaction for every new record added to the database, formatted according to the MARC or UNIMARC format for bibliographic data  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.9** The system must update the mandatory 005 field in bibliographic records every time a record is edited and re-saved to the database  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.10** It should be possible to display, create, edit, merge and delete records  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.11** There should be shortcut keys for all functions  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.12** Allow multiple records to be open for editing at any one time  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.13** When a record (bibliographic, authority or holdings) is added, edited or deleted the system should automatically record an identifier (e.g. username) for the person carrying out the operation and the date on which this operation occurred  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.14** The system must provide the automatic validation of specified MARC data elements and identify errors in incoming and updated records  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.15** The system must check whether data elements conform to the MARC21 or UNIMARC standard (allowed sub-fields, repeatability of sub-fields)  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.1.16** Before accepting records into the database the system must provide validation to ensure records are well-formed according to the MARC21 or UNIMARC standard, particularly with regard to validation of all elements of the control fields against allowed values, e.g. country and language codes  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.17** There should be system validation of ISBN, ISSN and barcode number, to ensure that staff have made valid entries to these fields  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.18** The system must allow the library to set up and control locally defined fields within the bibliographic record  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.19** The Library should be able to define required fields, producing a prompt when sending to the database if any such field is omitted  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.20** Staff should be able to catalogue or download records that describe all bibliographic formats (e.g. Book, Serial, Map, Computer file etc.)  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.21** Staff should have the ability to change the bibliographic format (for example from monograph to serial) of bibliographic records  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.22** Library-defined templates for cataloguing records must be available for all bibliographic formats and authority records  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.23** There must be facilities for context-sensitive on-line help  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.1.24 It must be possible to copy details within and between records**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.25 It would be desirable for staff to be able to make certain records only accessible in staff indexes and to suppress these records within the public access module**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.26 The system must support URLs, URNs and other URIs as developed, with full support for the MARC21 and UNIMARC 856 field, and future (sub)fields defined for electronic location and access information**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.27 The system should have a tool/facility to manage/check dead links**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.28 It must be possible to link between related bibliographic records e.g. records for the previous and later titles of a journal, or series and its parts**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.29 The system must prevent the creation of duplicate records by allowing pre-searching and matching on various fields including control number (ISBN, ISSN)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.30 The system must be capable of storing, maintaining, and validating both 10 digit ISBN and ISSNs, and 13 digit ISBN and ISSN standard**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.31 The system must allow existing records, from external sources or the internal database, to be copied and used as the basis for a new record**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.1.32 The system must allow data common to more than one record to be duplicated easily and quickly**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.33 The system must provide for the online deletion of bibliographic records; it must not be possible to delete a bibliographic record if it still has item or other (such as order or loan) records attached**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.34 The library must be allowed to specify which fields and sub-fields in the bibliographic record will be indexed. There should be no limit to the number of indexes that can be defined**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.35 The system shall be able to import/export MARC21 and UNIMARC records to and from external databases**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.36 The system must include a standardized MARC record loader that can accept records input from various sources**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.37 The cataloguing module must be able to acquire records from appropriate databases and external agencies including via such protocols as Z39.50 or its equivalents**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.1.38 The system must allow records global changes in batch mod**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

## 2.2 Unicode

- 2.2.1 The system must be UNICODE compliant i.e. text data must be stored in the database in Unicode format**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.2 The system should provide support for 5-characters Unicode values**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.3 It should be possible to display records that contain CJK Extension A and Extension B characters**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.4 The system must support all the CJK characters defined in Unicode 4.0**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.5 The system must support CJK keyword search**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.6 The system must support CJK segmentation based on a CJK word dictionary**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.7 The system must support cross-search of Japanese Kanji, Traditional Chinese and Simplified Chinese Hanzi characters**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.8 The system must support customizable CJK sorting options**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.2.9 The system must support Romanian UNICODE characters (ș Ș ț Ț with comma)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

## 2.3 Holdings/Items

### 2.3.1 The system must have the facility for adding new copies to an existing record MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.2 The system must allow external barcode numbers to be assigned to items MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.3 It must be possible to transfer item/copy details from one bibliographic record to another MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.4 It must be possible to alter item/copy details (e.g. loan status, branch identifier) from within the cataloguing function, even if an item/copy is currently on loan MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.5 There must be no effective limit to the number of item records linked to the bibliographic record MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.6 The items record must include (but not be limited to) the following information: Dates of creation, update, inventory, call number, status, latest circulation transaction, etc. MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.7 It must be possible to suppress certain categories of material, e.g. by site or sequence, as well as individual bibliographic records, volumes or copies from display to the end user on the OPAC MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

### 2.3.8 It must be possible to specify library-defined defaults for item data and to copy item data from one record to another MANDATORY criterion!

Contains the offer this functionality / specification?

YES:  NO:

- 2.3.9**     **Must provide for efficiently progressing material through the various stages of processing, so that at all times the current status of an item can be shown, e.g. on order, in cataloguing etc.**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.3.10**     **Ability to produce spine labels in library-defined format for individual items and for library-defined categories of item**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.3.11**     **Must be possible to use counters for some fields like inventory, barcode etc.**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.4**     **Authority records**
- 2.4.1**     **The system proposed must be capable of incorporating changes in the MARC authority format or new national standard formats as they are developed**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.4.2**     **The system must allow the Library to define which fields are subject to authority control**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.4.3**     **The system proposed must automatically link each authorized heading to each occurrence of the heading in the bibliographic database**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.4.4**     **System's authority control module must comply with the Z39.19 ANSI Standard**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:
- 2.4.5**     **The system must allow for global changes, deletion or merging of headings, with associated records amended automatically**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:      NO:

- 2.4.6** The system must enable an authorized operator to browse through the list of terms maintained within each index for authority control  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.7** Cataloguing staff need to be able to view and browse authority indexes, and select, create or edit authority records, while editing a bibliographic record  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.8** When viewing an authority record, cataloguing staff should be able to access a list of all works linked to that heading  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.9** Cataloguing staff should have the ability to input 'see' and 'see-also' cross-references in all authority controlled indexes  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.10** The system must allow for the automatic creation of an authority record – based on information found in the bibliographic record – if there is no authority record for a name or subject in the bibliographic record  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.11** The system must enable an authorized operator to perform global edits and updates to authority records which will automatically change every occurrence of the modified heading in the bibliographic database  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.12** It should be possible for staff to be able to make changes to non-authority controlled fields in a selected batch of records  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.4.13** It should be possible to load authority files from outside sources  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.4.14** The system should be configured to have separate indexes for different authority headings – for example: LC name and subject headings, Medical subjects (MeSH), EUROVOC or other locally defined indices  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.4.15** It should be possible to use multilingual thesaurus  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

## **2.5 Acquisitions**

**2.5.1** Acquisitions staff need to be able to search and view UNIMARC / MARC21 records from a number of outside databases using the Z39.50 standard, and seamlessly add chosen UNIMARC / MARC21 records to the local library database during the order process. It must be possible to use conversion routines to import records in other formats than the one used at Moldova Libraries  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.5.2** It must be possible for brief acquisition records to be deleted or hidden from the public access catalogue by staff within either Acquisition or Cataloguing modules  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.5.3** Allow session defaults to be set when creating orders, e.g. default supplier, fund, currency, and location  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.5.4** Ability to define different supplier addresses for different purposes (e.g. order, invoice) and of different length  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

**2.5.5** Ability to define the language of the forms (order slips, claims) that will be sent to the vendor  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.5.6 **All bibliographic search fields must be available in the acquisitions module. Additional searching must be available (e.g. by Purchase Order numbers, suppliers, invoice numbers, subscription numbers, etc.)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.7 **The library must be able to select which fields from which record (bibliographic vs. order vs. line item) to print on the purchase order**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.8 **The system must be capable of dealing with a variety of order types, including:**  
  - Firm orders,
  - Approvals,
  - Subscriptions,
  - Donations,
  - Exchanges,
  - Standing orders**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.9 **The system shall be able to change the order status automatically according to stage of process**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.10 **The system should be able to handle price changes, publisher discount, pre-payment, and VAT**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.11 **The system must cover various receiving scenarios such as full receipt of order; partial receipt of order; full receipt of order without invoice; etc.**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.12 **Ability to place a hold on an item for a requestor at the time of ordering must be given**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.5.13 Acquisition staff need to have a seamless way of moving from the order record to the invoice for that order, and from the invoice record back to the order for that invoice**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.14 An alert must be displayed when the actual unit price exceeds the estimated unit price**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.15 The system must be able to handle credit notes**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.16 The system must be able to handle pro-forma invoices**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.17 The system shall have currency conversion feature which can automatically convert and display any foreign currency into the local currency**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.18 The system must display the price of orders in both local and ordering currency**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.5.19 The system shall allow multiple levels of hierarchy in hierarchical arrangement of funds. Hierarchical arrangement shall be updated dynamically, and each level shall be able to show data such as:**
- Amount allocated
  - Amount encumbered
  - Amount expended
  - Cash balance
  - Working balance
- MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.5.20 Fund management shall have different levels of password protection and security**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.21 The system must be capable of producing fund-account depletion and over-expenditure or encumbrance alerts**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.22 The system must support transfer of moneys between funds**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.23 Ability to view history of all transactions at any stage, including order, claim, receipt and payment**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.24 Once a payment has been made, the audit trail must be secure, i.e. not alterable**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.25 The system shall be able to record the identity of staff member when acquisition data are entered**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.26 The acquisitions system must be fully integrated with all serials functions for tracking, ordering, renewal and payment**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.5.27 The system should provide for a seamless interface between the acquisitions module and institutional accounting systems, for interchange of financial data without the need to key information into both systems**  
**OPTIONAL criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:

## 2.6 Circulation

2.6.1 Loan policies must be Library-defined according to borrower category, item category and site. Loan policies include:

- loan periods
- loan entitlements
- renewal policies
- reservation policies
- fining regimes
- notice generation

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

2.6.2 The system must provide automatic blocks/alerts for:

- expired ticket
- outstanding fines/fees (library-definable threshold)
- overdue/recalled items (library-defined threshold)
- over entitlement

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

2.6.3 The system must provide access to circulation history (fines and loans) for all borrowers and items

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

2.6.4 The system must maintain records of items on loan to borrowers

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

2.6.5 Input of all borrower and item numbers should be possible by both reading the barcode and keying in

**OPTIONAL criterion!**

Contains the offer this functionality / specification?

YES:

NO:

2.6.6 Borrower and item status must be automatically checked on loan, return and renewal. Any blocks/accompanying messages must be displayed

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

- 2.6.7** It must be possible to prevent loan limits from being exceeded except by staff override. The nature and extent of staff override available must be under the control of the Library  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.8** The system must compute the due date for each item and display it clearly on screen  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.9** It must be possible to override the due date at any time, subject to borrower and item checks  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.10** Ticket expiry date must override due date; warning of imminent expiry date should be given on screen  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.11** It is desirable that it be possible to backdate the date of return to accommodate book drop returns  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.12** It must be possible to allocate 'missing book' status to items and to track progress in retrieving or replacing the item  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.13** The system must provide direct access to the borrower record for personal details and details of loans, fines and reservations, from issue, return or renewal functions  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.14** The system must be capable of searching on borrower number and name, and display brief borrower data  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.6.15** At borrower number input, the system should display any record blocks i.e. fines, overdue items and other notes  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.16** The system must have the facility to allow fines to be imposed on items with a particular status, e.g. overdue recalled items and at various rates  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.17** Payment in full or part must be possible, either in the Return function or by direct access to the fine payment screen from the Return function  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.18** It must be possible for authorized staff to waive all or any fines owing. The reason for the waiver must be recorded  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.19** It must be possible to record the payment method and print a statement of fines owed, receipts etc.  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.20** It must be possible to set a default replacement cost (where cost not specified on item record) for lost books  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.21** The system must allow different reservation rules to be defined:
- allow/disallow reservations by item category
  - allow/disallow end user reservations on 'on shelf' items
  - allow reduction of loan periods by a library-defined period when there are outstanding reservations on items.
  - allow generation of recall notices for reserved items (recalling the item due back the soonest), with an option of a library-defined reduction of the loan period (if appropriate)
- MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.6.22** It must be possible to import borrower data from the University's Registry or other user information database and to allow for regular updating of borrower information. Fields to be overwritten must be library-defined  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.23** A photograph should be stored within the borrower record  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.24** It must be possible to stipulate which address is used for notices and to vary this according to the time of year, (e.g. home address for vacation periods)  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.25** Renewals must be possible from staff client and from the Discovery and Delivery tool (front-end system) by borrower  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.26** The system must disallow a renewal if there are reservations for the item. Library Staff must be able to override disallowed renewals  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.27** Staff renewal screen must display brief borrower details  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.28** There should be an option to renew individual items and all items at once  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.29** After a renewal the staff renewal screen should display any messages relating to any other blocks on a borrowers record  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.6.30 System must allow reservations on items not currently available, as specified by the library**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.31 Reservation by borrower should only be permitted when all main loan collection copies are on loan or otherwise unavailable. Staff will be able to override this setting**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.32 It must be possible to limit the number of reservations per borrower dependent on category of borrower**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.33 Reservations can be cancelled by staff or by borrower**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.34 System should record a date after which the reservation would not be required whereby the reservation is automatically cancelled**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.35 On return of a requested item the system must alert staff with an on-screen message. The requester's name and length of time to be held on reservation shelf will be displayed and printed**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.36 On return of a requested item notification to the requester should be automatically produced as an email or letter**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.37 Lists should be produced daily of items to be removed from the reservations shelf**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.6.38 A 'claimed returned' status should be available for disputed returns**  
**OPTIONAL criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.39 A report should be provided of the claimed returned item(s)**  
**OPTIONAL criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.40 Items with a 'claimed returned' status should not be renewable**  
**OPTIONAL criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.41 The system should initiate billing after a defined period of time**  
**OPTIONAL criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.42 The system must allow automatic generation of notices including: overdue letters; fines; replacement costs; recalls; notification of item awaiting collection; library-defined notices**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.43 The system must allow notices to be generated in a range of formats including print, e-mail**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.44 Text and format of notices must be library-defined, and it must be possible to define different text (in different languages) and layout for the different methods of notification**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:
- 2.6.45 In the event of system or network failure, there must be a back-up circulation system capable of handling all issue and discharge transactions without disruption to services**  
**MANDATORY criterion!**  
 Contains the offer this functionality / specification?  
 YES:  NO:

- 2.6.46 The system must report on problem transactions and items with reservations once data is recovered**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.47 System should allow the use of self-service machines for issuing and returning items**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.48 System should allow the self-service machines to differentiate between different borrower types and item types**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.49 The Library must be able to create different loan rules for locations and sub-libraries within one library**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.50 System must be able to assign different borrower types to one user record in case the user is registered at several libraries and, thus, having different privileges at the various libraries set up in the system (multi-tenancy capability)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.6.51 System must provide an inter-library loan module. Borrowers don't need to have an additional user record in order to use inter-library loan**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7 Serials**
- 2.7.1 Direct access must be provided to receipt, routing, invoice, supplier and order details attached to a serial title**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.2 The system must allow access to check-in records by various keys including title, keyword, ISSN, SISAC barcode**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.7.3 Check-in of issues must be rapid and simple but adequately guarded against error**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.4 The system should have an 'un-do' function**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.5 The check-in screen should include a reasonable display of current and future issue details**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.6 It should be possible to produce processing labels as part of the check-in function**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.7 It must be possible to check-in indexes at the correct chronological place and to receive an unexpected or unnumbered item without affecting the system's prediction**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.8 It must be possible to loan out checked-in issues**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.9 It must be possible to view a list of previously checked-in issues for a title including date of receipt**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.10 The system must have the ability to add a pre-check-in note which will display on check-in**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 2.7.11** The system must provide the facility to predict an unlimited range of publication patterns in terms of number of issues per week, per month or per year or over several years. It must also allow patterns to support irregular but predictable publication, e.g. combined issues, supplements and indexes  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.12** The system must have a variety of prediction pattern templates for use when creating new patterns  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.13** Setting the publication pattern should be as simple as possible yet allowing sufficient flexibility to allow definition of complex and irregular patterns  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.14** The systems should deal with multiple subscriptions for the same title  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.15** The system should predict expected receipt dates of issues based on the publication pattern and it should be possible to modify the expected dates based on previous receipt dates  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.16** There should be a facility to override system predictions for impending changes e.g. frequency or title changes, but without affecting current predictions  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.17** The system should allow prediction of supplementary issues on the same record as the parent publication  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.18** The system must support six levels of enumeration and allow any combination of numeric, alphanumeric, text or date descriptors  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 
- 2.7.19** The system should allow for volumes commencing at any time during the year, volumes covering more than one year, multiple volumes within a year and for both continuous and restart of issue numbering within volumes  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.20** There should be a facility for check in unexpected issues  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.21** There must be facilities for claiming issues not received  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.22** The full claims history should be maintained at issue level  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.23** It should be possible to add details of the progress of claims to the on-line record  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.24** The system should allow claim formats and messages to be library-defined  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 2.7.25** A routing facility should be available  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

## 3 Retrieval and presentation to End-Users

### 3.1 General Requirements

#### 3.1.1 Multilingual WWW user interface with full Unicode character set MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.2 Customizability on institution level MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.3 Customizability using CSS MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.4 Extensibility via plugins or add-ons MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.5 Database and resource lists linked to native interfaces MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.6 Ability to customize the user interface without having to build it on top of an API MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.7 Possibility to customize fonts, colors, institutional branding (e.g. logo), display and placement of UI elements MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

#### 3.1.8 User interface inheritable from a central configuration with local changes MANDATORY criterion!

Contains the offer this functionality / specification?

YES:

NO:

- 3.1.9 Short URLs**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.10 Persistent URLs to records**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.11 Persistent URLs to all functions**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.12 Links to other services with URLs containing metadata from the record**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.13 Conform to level A and AA of the Web Content Accessibility Guidelines 2.0 requirements of W3C WAI. A separate interface for accessibility purposes is not adequate. Concept maps, tag clouds or other highly visual parts of the UI don't need to be usable with e.g. screen readers, but they should not affect usability of other functionality**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.14 Valid HTML, CSS and JavaScript with no browser specific functionality**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.15 Provide information on new records matching user-specified search criteria via RSS feeds and email**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.16 Numerous concurrent users**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.17 No limitation to session duration as long as the user has the service open in the browser**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.1.18 Access of functionality via a secure connection (HTTPS) must be realizable**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.19 The system must support numerous user-interface instances. Must be expandable**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.20 Display of item availability by items' institutions and locations**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.21 Possibility to display item availability by items' institutions and location on the search results list without having to move to a different per-record display**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.22 Anonymous use**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.23 External authentication methods and extensions (custom authentication hooks, e.g. library card number + PIN code from a local library) must be interoperable with the system**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.24 Restrictions based on IPs**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.25 Authentication based on user groups**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.26 Harvest records into the indices using OAI-PMH protocol**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.1.27 Indexing of several million records, expandable**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.28 License-wise unlimited number of logical indexes**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.29 Customizable intervals for updates of indexed data (e.g. one index is updated once an hour, another once a month)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.30 Analyzing of search results, faceting and/or clustering**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.31 Facets customizable per view (which ones are displayed, order of display)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.32 Relevance ranking**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.33 Personalized relevance ranking**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.34 Morphology (stemming, variations)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.35 On-the-fly enrichment of metadata records or display from external sources**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.1.36 Ability for the administrators to define and develop metadata enrichment routines without vendor consultation**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.37 Use of authority files to aid searching**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.38 Customizable FRBR (<http://en.wikipedia.org/wiki/FRBR>) and deduplication routines**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.39 Integrated display of merged results from remote databases. It must be possible to treat search results in similar way to local results (e.g. add to cart/basket, send to reference management system)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.40 OpenSearch provider (possibility to add the search into e.g. browser's search box)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.41 Flexible scoping of search and display of results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.42 "Library cards" - saved account information, connections to multiple libraries using a single account**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.43 Sending of records to other systems such as reference management software and email**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.1.44 Ability to develop other connectivity options without vendor consultation (open APIs and/or connectors)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.45 Retrieve and modify patron information, loans, holds and payments**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.46 Harvesting and normalization of metadata records in any XML format without writing code. It must be possible to modify record conversions without vendor consultation. Formats include MARC21, UNIMARC, MARC XML, Marc Exchange, MODS, EAD, Dublin Core**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.47 Open APIs**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.48 Support Unicode (UTF-8) in all functions and provide conversions to/from other character sets e.g. ISO-8859-15**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.49 Holds, loan renewals and item availability from library systems using APIs**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.50 Links to full text resources of institutional repositories**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.51 Scheduling of statistic reports (e.g. once per month). Possibility to specify different schedules and multiple schedules for each statistic report**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.1.52 Ability to develop statistics and usage reports without vendor consultation, using the statistic data recorded by the system**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.53 Web interface for all administrative and management tasks**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.54 Web based user-interface-customization tools**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.55 No system-wide restart required for ordinary tasks**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.56 Centralized configuration management with locally managed exceptions (inheritable settings / configuration)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.57 Settings/configuration on institutional level**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.1.58 24/7 continuous availability**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2 Search Scope**
- 3.2.1 Solution must integrate and index multiple local collections and collection types (LIS, digital collections etc.) at all locations and allow a search across locations within a group of collections**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.2.2 Solution must allow users to search within one collection or multiple collections at once**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2.3 Library resources stored in an LIS can be searched either on its own or combined with other resources**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2.4 Remote resources can be searched**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2.5 Searches must combine local LIS, digital content and/or remote resources**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2.6 Searches can be limited by material type**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.2.7 Searches can be limited by library-defined location**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.3 Search Features**
- 3.3.1 Searches must have the ability to be filtered by availability**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.3.2 Search results must show live availability status for materials**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.3.3 Searching must support:**
- “Did you mean?”
  - Stemming
  - Synonyms and matched pairs
  - Stop words
  - New search suggestions
  - Suggestions to check spelling
- MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.3.4 Relevance ranking must support both local and remote search results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.3.5 The solution must be fully Unicode-compliant**
- Solution must allow users the ability to search using non-Roman character sets and diacritics
  - Solution must properly display non-Roman character sets and diacritics in records
- MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.3.6 Solution provides search suggestions for related subject matter and “more like this” options**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.4 Faceted Navigation**
- 3.4.1 Facets must be available on search results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.4.2 “Mandatory” facets can be specified by the library**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:

- 3.4.3 Faceted navigation must be able to drill down by each of the following:**
- Subject.
  - Author.
  - Physical location.
  - Publication date.
  - Language.
  - Format type.
  - Collection.
  - Journal Title.
  - Library of Congress classification
- MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.4.4 Must support a multiple selection of facets in each search**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.4.5 Solution must show result numbers for each facet value**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.5 Personalization Features**
- 3.5.1 Search strategies can be saved and re-executed by the end user**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.5.2 Search results must be able to be shared, tagged, grouped, and/or emailed**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.5.3 Solution must meet users where they are, integrating search results into Facebook News Feed and Timeline with the “Like” button**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:
- 3.5.4 Solution must support personalized ranking tailoring search results according to information about the user’s academic degree and discipline, if provided by the user**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?
- YES:  NO:

- 3.5.5 Solution must support storing users' academic degree and discipline, if provided by users**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

### **3.6 End-User Basket**

- 3.6.1 Solution must allow users to select references for saving in a basket**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.6.2 Items in the basket must be exportable to citation management applications**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.6.3 The basket must be available regardless of the user's location**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

### **3.7 Alerts**

- 3.7.1 User must be able to define alerts for new content that becomes available**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.7.2 Alerts must be deliverable to the user via e-mail**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.7.3 RSS and atom feeds must be supported**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.7.4 Users must be able to receive direct notifications from the library through their account**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

### 3.8 Search Interface

**3.8.1 The solution must provide a simple (novice) interface**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**3.8.2 The solution must provide an advanced search interface**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**3.8.3 Solution must offer robust searching to include the following:**

- Default query to be set to AND, OR, or phrase
- Use of +, -, or and/or/not
- Quoted/phrase searching, as well as use of truncation, wildcards (single letter)

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**3.8.4 Advanced users must be able to directly enter Boolean operators in the search box**  
**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**3.8.5 Users must be able to limit searches to records to:**

- material format
- collection
- language
- publication date

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

**3.8.6 The solution must provide browse search for the catalog materials for the following entities:**

- Subject heading
- Title
- Author
- Call Number

**MANDATORY criterion!**

Contains the offer this functionality / specification?

YES:

NO:

- 3.8.7 Browse searching should enable users to move to previous and next results**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.8.8 Browse searching should enable users to view all of the records related to entries in the browse list, and provide the same result manipulation options as the other search types in the discovery tool, including:**
- Facet
  - View record details such as availability and location
  - Export result options such as save, print, export to citation managers, etc.
- OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9 Delivery**
- 3.9.1 Solution must indicate availability of physical items in the LIS. Real-time status of library holdings (checked out, available, etc.) must be provided**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.2 Solution must support a mechanism to obtain physical items via the LIS**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.3 Solution must support the ability for users to request items and view their library cards from the search interface, without being directed to another interface or a separate window**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.4 Solution must support the provision of granular item information directly from the search interface, without the user's being directed to another interface or a separate window**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.5 Solution must indicate availability of digital items in the digital or institutional repository**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.9.6 Solution must indicate access restrictions of digital items in the digital or institutional repository**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.7 Solution must indicate full text availability of remote items**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.8 Solution must provide a direct link to access remote items**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.9 Does delivery offer alternative means for accessing an item if the primary mechanism is not able to fulfill the user's needs?**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.10 Search results must display book covers from:**  
  - Amazon
  - Google Books**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.9.11 The discovery solution should offer an optional scholarly recommender service that provides recommended articles based on the user's search terms**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.10 Accessibility and Usability**
- 3.10.1 The end-user interface must have been validated by usability studies**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.10.2 Context-sensitive help must be available to end-users**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.10.3 The end-user should be able to use the solution effectively without extensive training**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.10.4 The solution should support all standard browsers**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11 Search Results**
- 3.11.1 The library must be able to locally modify the algorithm used for relevancy ranking in order to promote certain types of results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.2 Search results can be de-duplicated**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.3 Search results must be grouped (FRBRized)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.4 End users must be able to see all FRBRized versions with a single click**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.5 Search results can be ranked by relevance (generally and by individual user)**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.6 Search results must have the option of being sorted by relevance, author, popularity or date**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:
- 3.11.7 Searched keywords are highlighted in results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification? YES:  NO:

- 3.11.8 Solution should include an article recommender service that suggests other articles based on actual researcher activity**  
**OPTIONAL criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.11.9 Solution must include personalized ranking to tailor search results based upon end-user information**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.11.10 Results can be exported in RIS format**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.11.11 Solution must support saving the entire page to a personal e-shelf**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12 Receiving and Normalizing Data**
- 3.12.1 Out-of-the-box mapping must be provided for MARC21, UNIMARC and Dublin Core:**
- The solution must be able to ingest from multiple remote and local sources.
  - The solution must allow for full-text, authority-data and book-jacket enhancements of loaded data
- MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.2 The solution must support the following standards:**
- RSS for new content
  - OpenSearch
  - OAI-PMH
  - OpenURL
- MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.3 Users must be able to search the solution in other applications**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:

- 3.12.4 The solution must be delivered with a mobile-phone and other mobile devices interface**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.5 The solution must be delivered with a search box that can be embedded into other applications or portals**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.6 The solution must support a single sign-on mechanism**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.7 Users must be able to sign into the service directly from the search results**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO:
- 3.12.8 The solution must provide consortium support, allowing for each member of a consortium to have its own interface language, branding and look-and-feel**  
**MANDATORY criterion!**  
Contains the offer this functionality / specification?  
YES:  NO: