Attachment 6

LOT 3
Case Study 3

REQUEST FORM

Request type: Fixed Price (FP)

Title: Information System overhaul

Request Form ID ECHA/2009/39/3-3
Framework Contract N° ECHA/2009/39

To

> Contractor: Your company
> Contact person: You
> Phone n°: Your phone
> FAX n°: your FAX

Description of required service

Specifications: see below.
Expected start date: 1/8/2009
Delay for delivery (e.g. in months) : 24 months maximum
Place of delivery: Helsinki

Y/N date : 15/06/2009

Expected offer date (optional) : 30/06/2009

From the Agency

1. CONTEXT/INTRODUCTION

The European Chemicals Agency operates a large information system for supporting core internal business processes and delivering business values to its external stakeholders. Such system, built over several years as bespoke development by a single external contractor and fully operated by the Agency for several years, is not longer fit for coping with the increased workload.

Additionally, some of the key business processes built-in require substantial reviews and adaptations in order to be aligned with new internal regulations.

A two years project has been planned by the Agency for addressing this issue.

2. DESCRIPTION OF DELIVERABLES

- After 2 months: Analysis of the system with use case model and design model,

- After 4 months: Functional prototype of the system,

- After 9 months: First release of the system with its technical documentation,

- After 11 months: Final delivery of the system.

3. WORK ENVIRONMENT/CONDITIONS

The following technologies can be used for the system:

- Oracle 9i

- WebLogic 8.1

- Apache Web Server 3.1

- Internet Explorer 6

Developments will be made in Java with PL/SQL stored procedures

An UML tool will be used for design and modelling.

All documents must be provided in MS Word and PDF file formats

The following meetings have to be foreseen at the Agency's premises:

- A project kick-off meeting,

- Monthly progress meetings.

A monthly progress report has to be provided to the Agency by the Contractor.

4. CONTENTS OF THE OFFER

The offer must include a project plan, the roles, profiles and structure of the project team, the proposed workload of each member of the team.

The methodology that will be used for the project has to be described.

A technical proposal should as well been included in the offer.

An offer should be produced highlighting:

1) to what extent an architectural review could help the project,

2) what architectural aspects should be reviewed and what would their respective priorities,

3) what are the resources and skills considered necessary,

4) how the roadmap of the project could be structured.