

TECHNICAL SPECIFICATION

PART I. DESCRIPTION OF THE PROCUREMENT OBJECT

1. DEFINITIONS

Client means UAB LTG Kompetencijų centras (hereinafter – KC)

Supplier means an economic entity, including a natural person, private legal person, public legal person, other organisations and their subdivisions or a group of such persons, with whom the Client concludes the Contract.

Products means SAP licenses.

Services means SAP license support services.

Contract means the Contract concluded between the Supplier and the Client on the Procurement Object.

2. PROCUREMENT OBJECT

2.1. SAP licenses and support services (hereinafter – the **Procurement Object**).

2.2. The Procurement Object includes:

2.2.1. SAP licenses;

2.2.2. License Support Services.

2.3. The Procurement Object is not subdivided into lots.

2.4. The items and quantities of the Procurement Object are set out in Annex 1 to the Technical Specification.

2.5. The quantities of the Products/services to be procured specified in Annex 1 to the Technical Specification are preliminary (purchased on demand).

3. REQUIREMENTS FOR THE PROCUREMENT

3.1. General requirements:

3.1.1. Products/Services (including their manufacturers) must not pose a threat to national security as specified in the Procurement Documents.

3.2. Requirements for the Products and support services specified in Annex 1:

Item No.	Technical and functional requirements	Size, condition
3.2.1.	Software type/parameters/features	SAP Software, SAP Support Services, SAP Learning Hub, as specified in Annex No. 1
3.2.2.	Accompanying support services	From the date of entry into force of the Contract, the Supplier must provide licence support services for the duration provided for in the Technical Specification for the corresponding period of 18 months. In the case of licenses subscription for 12 months (with the option, if necessary and provided that the value of the Initial Contract Value has not been fully utilized, to extend the subscription for an additional 6 months).
		During the provision of license support services, the following must be ensured: submission of new versions of the software, corrections and all related licenses; provision of technical support, monitoring incident resolution and consultation and methodology in accordance with the procedure established by the manufacturer (as defined in the manufacturer's SAP Enterprise Support provisions), after registering the problem/inquiry online, by phone or e-mail at no additional cost.
		The start and end of the licence subscription (Annex 1, Chapter IV, Line 1 of the Technical Specifications) is determined by agreement between the parties (e.g. by separate agreement by e-mail/other written means). When providing license support services, the Supplier must ensure direct technical support provided by the manufacturer or an equivalent service, including access for the Client's employees to all the functionalities offered by the SAP Support Portal, as well as ensure the administration of SAP Support Portal information (review of system data, creation, modification of users and their rights, etc.).
		In providing License Support Services, the Supplier must represent the Client in its relationship with the SAP software manufacturer.

		The validity of the purchased licenses must be permanent, not limited in time. After the expiry of the license maintenance service, the software will not stop and may be used indefinitely, except as provided on a subscription basis.
3.2.3.	NFR (non-functional) information security and GDPR	See Annex 3 to the technical specification.

4. DOCUMENTS SUBMITTED TOGETHER WITH THE TENDER

4.1. The Supplier must have the right to provide SAP support services and be certified or authorized to do so by the SAP software manufacturer (if not the manufacturer). The initial tender is accompanied by a document confirming the right to provide SAP support services - a certificate, declaration, agreement or partnership agreement with the manufacturer issued by the manufacturer or other equivalent document from the SAP software manufacturer, and a PCoE (Partner Centre of Excellence) certificate (or equivalent) from the SAP software manufacturer confirming that the Supplier is certified. Candidate status Candidate Status will not be considered an equivalent document. If the application is submitted by the manufacturer, the provision of documentation proving compliance with the requirement shall not be required.

4.2. The supplier must be authorized to distribute SAP software (licenses), including updates, on behalf of the SAP software manufacturer (if the supplier is not the manufacturer). The initial tender is accompanied by a document confirming the right to distribute SAP software (licenses) – a certificate, declaration, agreement, or partnership contract issued by the manufacturer, or another equivalent document issued by the SAP software manufacturer.

If the application is submitted by the manufacturer, no documents proving compliance with the requirement are required.

5. DOCUMENTS SUBMITTED DURING THE PERFORMANCE OF THE CONTRACT

Item No.	Name	Content and form requirements	Moment of submission
5.1.	Terms of use of Products	Either the official manufacturer's reference or an official e-document in Lithuanian or English.	Supplied with each Item(s).

PART II. PERFORMANCE OF OBLIGATIONS

1. PLACE(S) OF PERFORMANCE

☒ Remotely.

2. PRODUCTS DELIVERY PROCEDURE

2.1. The Products (Line 1 of Chapter I of Annex No. 1) must be delivered no later than within 3 working days from the date of entry into force of the Contract.

2.2. Support services for new Products are provided immediately after the delivery of the Products (on the same calendar day). Support services for the Products shall be provided from the date of entry into force of the Contract.

2.3. The Client has the right to withdraw from the SAP license Support Services from the following calendar month by giving the Supplier at least a 90 calendar days' notice by email.

2.4. The Software is made available to the Client (which may be in the self-service system provided by the manufacturer) no later than 1 day after the release of the new version (patches or other updates) and the date of making it available for download on the manufacturer's systems.

- 2.5. Upgraded Products are to be made available after the renewal of the manufacturer's license.
- 2.6. The Supplier is not entitled during the performance of the Contract to supply the Products and/or provide the Services which do not comply with the requirements of the Procurement Documents and/or the supply / provision of which is restricted due to international sanctions (as defined in the Republic of Lithuania Law on International Sanctions) and/or due to their threat to national security, as defined in the Procurement Documents and in the Republic of Lithuania Law on Public Procurement/ the Republic of Lithuania Law on Procurement by Contracting Entities in the Water Management, Energy, Transport and Postal Services Sectors.

3. PROCEDURE AND DEADLINES FOR THE ELIMINATION OF DEFECTS

- 3.1. Defects in the Products or Services must be remedied within 30 calendar days of the date of the Client's email notification.
- 3.2. If the last day of the period for delivery of the Product(s) or rectification of defects in the Product(s) falls on a day other than a working day or public holiday, the end of the time limit is deemed to be the next working day. Public holidays and non-working days (Saturdays and Sundays) are included in the time limit for delivery of the Product(s) or rectification of defects in the Product(s).
- 3.3. If the last day of the time limit for the provision of the Service(s) or stage thereof (if applicable) or for the rectification of the deficiencies in the Service(s) or stage thereof (if applicable) falls on a day other than a working day or an official holiday, then the end of the time limit is deemed to be the next working day. Public holidays and non-working days (Saturdays and Sundays) are counted towards the time limit for the provision of the Service(s) or stage thereof (as applicable) or for the correction of defects in the Service(s) or stage thereof.

PART III. ANNEXES

- Annex 1. Volumes of the Procurement Object.
- Annex No. 2. Environmental (green) criteria
- Annex 3. NFR (non-functional) information security and GDPR

Row No.	Procurement object	Unit of Measurement	Preliminary license quantity	License subscription/support period, months
I.	Licenses			
1	SAP S/4HANA Enterprise Management for Productivity use (7018653)	pcs.	30	One-time purchase
2	SAP HANA, runtime edition for applications & SAP BW - New/Subsequent - SAP kotas 7021720	15%	1	One-time purchase
Row No.	Services	Unit of measurement	Quantity	Period, months
II.	Support for existing licenses			
1	SAP S/4HANA Ent Mgmt f. customers (7018538)	Package	1	18
2	SAP Business Suite Professional (7001125)	User	838	18
3	SAP Business Suite Limited Professional user (7001127)	User	687	18
4	SAP Real Estate for S4, retail,ind pr – (7018838)	User	80	18
5	SAP S/4HANA adv. compliance reporting (7020018)	Revenue, 100MEUR	5	18
6	SAP S/4HANA Fin, cash mgmt (first 10) (7018639)	Revenue, 100MEUR	5	18
7	SAP S/4HANA Financial Closing cockpit (7019413)	500 employees	1	18
8	SAP S/4HANA for Group Reporting (7020232)	25 companies	1	18

9	SAP Profitability and Performance Mgmt (7020285)	Revenue, 100MEUR	5	18
10	SAP MDG for SAP S/4HANA, suppliers option (7018848)	5,000 objects	1	18
11	SAP MDG for SAP S/4HANA, customers option (7018849)	10,000 objects	1	18
12	SAP MDG for SAP S/4HANA, products option (7018850)	10,000 objects	5	18
13	SAP Linear Asset Mgmt for SAP S/4HANA (7019107)	User	10	18
14	SAP S/4HANA Digital Access (7020278)	1000 documents	650	18
15	SAP S/4HANA, Developer access (7018682)	User	2	18
16	SAP Business Suite Developer User (7002389)	User	3	18
17	SAP Single Sign-On – SAP code 7017299	50 users	35	18
18	SAP BW/4HANA (7020284)	Memory, 64GB	4	18
19	SAP HANA, runtime edition for applications & SAP BW - New/Subsequent (7021720)	Package	1	18
20	SAP HANA, RT ed Applic & BW-inst base (7020046)	Package	1	18
21	SAP HANA, RT ed f. SAP BW - install base (7016493)	Package	1	18
III.	Support for additional licenses			
1	SAP S/4HANA Enterprise Management for Productivity use (7018653)	User	30	18
2	SAP HANA, runtime edition for applications & SAP BW - New/Subsequent - SAP Code 7021720	Package	1	18
IV.	Monthly subscription	Unit of Measurement	Quantity	Period, months
1.	SAP Learning Hub – SAP code 8016701	1 package (consisting of 20 licenses)	1 package	12

ENVIRONMENTAL (GREEN) CRITERIA

Item No.	Claim and supporting documents
1.	<p>The service being procured is intangible (intellectual) or otherwise, not related to the creation of a tangible object, and is not expected to have a significant negative impact on the environment, does not create a source of pollution or generate waste, and therefore does not impose any additional environmental requirements on the object being procured.</p> <p>The procured products are included in paragraph 4.4.3 of the Description of the Procedure for the Application of Environmental Criteria in Green Procurement (current version), for which no additional environmental requirements are imposed.</p>