

REQUIREMENTS FOR SUPPLIERS

The supplier must meet the specified requirements regarding the absence of grounds for exclusion, qualification requirements (when required), and quality management system and/or environmental protection system standards (when required). The supplier's qualification must be obtained by applications submission deadline.

Table No. 1

Table No. 1

SUPPLIER QUALIFICATION REQUIREMENTS FOR SUPPLIERS				
Requirement		Documents proving compliance with the requirement	Entity that must meet the requirement	Title, date, and number of the submitted document (if available) ¹
1. TECHNICAL AND PROFESSIONAL CAPACITY - SERVICES PROVIDED				
1.1.	The Supplier, over the past 5 (five) years or during the period from the date of the supplier's registration (if the supplier has been in business for less than 5 (five) years) until the deadline for submission of applications, under one or more contracts that have been fulfilled or are currently being performed, has, using its own resources, provided business management information system development and/or implementation, and/or improvement, and (or) maintenance services, with a value of no less than 800,000.00 (eight hundred thousand) EUR, excluding VAT If the application is submitted by a Supplier Group, the requirement must be met by all members of the Supplier Group together (experience is summed up) based on their commitments.	1. List of main services provided over the past 5 (five) years (prepared according to the information required in Annex VIII of the Special Conditions); The supplier is not prohibited from relying on a contract that the supplier performed not alone but together with other economic operators; however, in such cases, the evaluation must focus specifically on the services or parts thereof provided by the specific economic entity justifying compliance with the established requirement (i.e., supplier, supplier group member(s), economic entity(s) whose capacities the supplier relies on * (i.e., independently, without involving economic entities) (their quantity, scope, value, etc.), rather than the entire object of the contract performed. <i>*Services provided by own resources or parts thereof (their quantity, scope, value, etc.) under contracts carried out on the basis of joint activity are determined according to the division of responsibilities of the joint activity partners specified in the joint activity agreement.</i> <i>Services provided by own resources or parts thereof (their quantity, scope, value, etc.) under contracts performed together with subcontractors are calculated by subtracting the services or parts provided by the subcontractor (their quantity, scope, value, etc.) from all services provided under the contract, taking into account how much the supplier and/or client paid the subcontractor. All other services or parts thereof provided under the contract (their quantity, scope, value, etc.) are attributed to the supplier itself.</i>	Supplier, members of the supplier group jointly (one supplier group member may be included) and/or an economic operator whose capacities the supplier relies on, if that entity itself performs the part of the procurement contract that requires its available capacities.	Fill in
2. TECHNICAL AND PROFESSIONAL CAPACITY – SPECIALISTS				
2.1.	The supplier must have qualified specialists who, in case of winning the procurement, will be responsible for providing the services acquired through this procurement and: 1. will be able to communicate fluently both in writing and orally in Lithuanian or English (the level of understanding, speaking, and writing must correspond to at least the C1 level specified in the European Language Passport (English), Europass Language Passport), or the Supplier must ensure quality translation services themselves, and the cost of such services must be included in the Supplier's offer price;	1. The supplier must provide a list of proposed specialists signed by a manager or authorized representative (prepared according to the information required in Annex IX of the Special Part), which must indicate the positions of the proposed specialists in service provision, names, surnames, qualifications, and experience in the required fields. 2. The list of specialists must be accompanied by a curriculum vitae (CV), digital copies of qualification documents (certificates or other documents), if required. Qualification documents (certificates or others) must be issued to the specific person, and personal identification must be ensured. Certificates of participation in courses, trainings, or seminars are not considered sufficient to confirm the requested qualification. 3. The CVs (CVs) of specialists proposed by the Supplier must indicate the language (Lithuanian or English) in which the specialist can communicate fluently both in writing and orally, or a Service Provider's declaration	Taking into account the commitments undertaken to perform the contract: supplier, at least one member of the supplier group, or an economic operator whose capacities the supplier relies on, if that entity (its employee) itself performs the part of the procurement contract that requires its available capacities.	Fill in

¹ The name of the electronic file (file), and if all documents are submitted in one file, also indicate the page number where the document is located (To be filled in by the supplier)

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	2. will meet the experience and competence requirements individually set for them as set out below. Note: the same person may be proposed for multiple specialist positions if they meet the requirements for those positions.	confirming that written and oral translation services will be provided and included in the Supplier's offer price. 4. The CVs (CVs) of specialists proposed by the supplier must include information about the required professional experience and participation in projects. When describing participation in previous projects, the specialist's role in that project, the functions performed that justify the required experience, and the actual start and end dates of participation must be clearly indicated; the proposed specialist's experience of at least one full-cycle [1] implementation project according to the proposed functional areas must be clearly indicated; a brief project description, the project client's contact details: name, surname, phone number, and email address of the person responsible for the completed project or the project manager. If there are doubts during procurement procedures regarding compliance with the requirement, KC has the right to contact the clients of the specified projects for confirmation of specialists' participation in the projects. When calculating practical work experience, the duration of several completed projects at the same time will not be cumulative. 5. If the proposed specialist works outside the company of the supplier or economic entity whose capacities the supplier relies on, the consent of the specialist – quasi-subcontractor – to provide the relevant services must be attached, along with confirmation from the supplier or economic entity whose capacities the supplier relies on, that if winning the tender will employ this quasi-subcontractor (in case this specialist is not proposed as the economic entity whose capacities the supplier relies on).		
2.1.1.	A financial accounting specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of the SAP S/4HANA software in the areas of financial and tax accounting functionality and their integration with other functionality. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - qualification as a specialist in the financial accounting functionality of the SAP system; - Experience of at least one full-cycle [1] SAP financial accounting solution implementation project.	Provided: - a digital copy of a certificate confirming the qualification of an SAP system financial accounting functionality specialist, e.g., SAP Certified Application Associate - Financials in SAP S/4HANA, or an equivalent document. - other documents specified in point 2.1.		Fill in
2.1.2.	The treasury management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in the field of treasury and related	Provided: - a digital copy of a certificates confirming qualification as a specialist in SAP system financial accounting and treasury management functionality, e.g., SAP Certified Application Associate – Financial Accounting, Treasury, or an equivalent document. - other documents specified in point 2.1.		Fill in

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	risk management functionality and its integration with other functionality. Experience is calculated by summing periods - years, months (partial monthly experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed); - qualification as a specialist in the financial accounting and treasury management functionality of the SAP system; - experience of at least one full-cycle [1] implemented SAP treasury management solution implementation project.			
2.1.3	A management accounting specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of the SAP S/4HANA software in the field of management accounting functionality (CO) and its integration with other functionality. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - qualification as a specialist in accounting functionality for SAP system management; - Experience of at least one full-cycle [1] implementation project of the SAP management accounting solution.	Provided: - A digital copy of a certificate confirming the qualification of an SAP system management accounting functionality specialist, e.g., SAP Certified – SAP S/4 HANA Cloud Private Edition – Management Accounting, or an equivalent document. - other documents specified in point 2.1.		Fill in
2.1.4	A procurement management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software, in the field of supply chain (SC) and extended warehouse (EW) management functionality and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month).	Provided: - a digital copy of a certificate confirming the qualification of an SAP system supply chain management functionality specialist, e.g., SAP Certified Application Associate - SAP Procurement or an equivalent document; - other documents specified in point 2.1.		Fill in

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	Experience gained during the same period is not summed; - qualification as a SAP system supply chain management functionality specialist; - experience of at least one full-cycle [1] implementation project of the SAP procurement management solution.			
2.1.5.	A sales management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in the field of sales management (SD) functionality and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - qualification as a SAP system sales management functionality specialist; - experience of at least one full cycle [1] implemented in an SAP sales management solution implementation project.	Provided: - a digital copy of a certificate confirming the qualification of an SAP system sales management functionality specialist, e.g., SAP Certified Application Associate - SAP S/4HANA Sales, or an equivalent document; - other documents specified in point 2.1.		Fill in
2.1.6	A property management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of the SAP S/4HANA software in asset management and real estate management (RE-FX) functionality and its integration with other functionality. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP asset management and real estate management (RE-FX) functionality specialist qualification, certified by an SAP certificate or an equivalent document.- experience of at least one full-cycle [1] implemented SAP real estate management (RE-FX) solution implementation project.	Provided: - a digital copy of a certificate confirming the qualification of an SAP REFX Functionality Specialist, e.g., SAP Real Estate Management (RE-FX) or an equivalent document; - other documents specified in point 2.1.		Fill in
2.1.7	The consolidation specialist must have:	Provided:		Fill in

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	- by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in the field of consolidation functionality and its integration with other functionalities. - Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - qualification as a SAP system consolidation functionality specialist; - experience of at least one full cycle [1] implemented in a SAP consolidation solution implementation project.	- a digital copy of consolidation specialist qualification certificate, e.g., SAP S/4HANA Finance for Group reporting or an equivalent document; - other documents specified in point 2.1.		
2.1.8	An asset management and maintenance specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in asset management and maintenance (PM and/or EAM) functionality areas and their integration with other functionalities. - Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP Asset Management and Maintenance (PM and/or EAM) functionality specialist qualification; - experience of at least one full-cycle [1] implementation project of the SAP Asset Management and Maintenance solution.	Provided: - a digital copy of the SAP Asset Management and Maintenance Functionality Specialist qualification certificate, e.g., a C_TS413 or an equivalent document; - other documents specified in point 2.1.		Fill in
2.1.9	A Master data management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in the field of master data (MDG) management and its integration with other functionalities.	Provided: - a digital copy of specialized SAP Master Data Management Specialist qualification certificate, e.g., SAP Certified - SAP Master Data Governance or an equivalent document; - other documents specified in point 2.1.		Fill in

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	Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - qualification as a SAP Master Data Management (MDG) functionality specialist; - experience of at least one full-cycle [1] SAP deployment project.			
2.1.10	The role and authorization management specialist must have: - By the application deadline, at least 5 (five) years of practical work experience in implementing and/or maintaining authorization solutions implemented on the SAP platform. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - the qualification of authorization management or security management specialist; - have experience managing FIORI authorizations - experience of at least one full-cycle [1] SAP deployment project.	Provided: - a digital copy of specialized authorizations or security management specialist qualification confirming SAP Certified - Security Administrator or a copy of another equivalent document; - other documents specified in point 2.1.		Fill in
2.1.11	An SAP ACR (Advanced Compliance Reporting) specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of the SAP S/4HANA software in the field of SAP ACR functionality and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP ACR specialist qualification;	Provided: - digital copies of SAP ACR certificate or certificates of completion of specialized SAP ACR training in the related functional field; - other documents specified in point 2.1.		Fill in

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	- experience of at least one full cycle [1] implemented in a SAP ACR solution deployment project.			
2.1.12	A profitability and performance management specialist must have: - by the application deadline, at least 5 (five) years of practical work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software in the field of Profitability and Performance Management functionality using PaPM and SAP BW, and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP PaPM and SAP BW specialist qualifications; - experience of at least one full cycle [1] implemented in the SAP PaPM solution implementation project.	Provided: - digital copies of SAP PaPM and SAP BW certificates, or specialized PaPM and SAP BW training completion certificates in the related functional area. - other documents specified in point 2.1.		Fill in
2.1.13	A programmer (ABAP) must have: - by the application deadline, at least 5 (five) years of practical programming work experience in the development, and/or implementation, and/or maintenance of SAP S/4HANA software and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - ABAP SAP S/4 Hana developer qualification; - experience of at least one full cycle [1] implemented in a SAP ABAP solution implementation project.	Provided: - digital copies of SAP system and SAP HANA developer qualification (ABAP) certificates, SAP Certified - Backend Developer – ABAP or SAP Certified Development Partner – Programming in SAP S/4 Hana, or other equivalent documents; - other documents specified in point 2.1.		Fill in
2.1.14	A programmer (Fiori) must have: - by the application deadline, at least 3 (three) years of practical programming work experience in the development, and/or implementation, and/or	Provided: - digital copies of SAP system and SAP HANA developer qualification certificates (Fiori), SAP Certified - SAP Fiori Application Developer or equivalent documents; - other documents specified in point 2.1.		Fill in

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	maintenance of SAP S/4HANA software and its integration with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - Fiori SAP S/4 Hana developer qualification - experience of at least one full cycle [1] implemented in Fiori solution deployment project.			
2.1.15	The system administrator must have: - by the application deadline, at least 5 (five) years of practical work experience in implementing and/or maintaining SAP S/4HANA and SAP BW/4HANA software. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP system administrator qualification. - experience of at least two full cycles [1] of implemented SAP solution deployments in the project.	Provided: - a digital copy of the SAP system administrator qualification certificate, e.g., SAP Certified Technology Associate - System Administration or SAP Certified - Database Administrator - SAP HANA, or another equivalent document; - other documents specified in point 2.1.		Fill in
2.1.16	Business Technology Platform (BTP) Specialist: - by the application deadline, at least 3 (three) years of practical work experience in developing and/or implementing and/or maintaining SAP business technology platform products, including integrations with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP business technology platform developer qualification. - experience in developing at least one full cycle [1] SAP solution on a business technology platform.	Provided: - a digital copy of the SAP Business Technology Platform developer qualification certificate, e.g., SAP Cloud Application, SAP Certified - SAP Build Developer, Programming Model - Backend Developer, or another equivalent document; - other documents specified in point 2.1.		Fill in
2.1.17	Business Technology Platform (BTP) Architect: - by the application deadline, at least 3 (three) years of practical work experience in developing and/or implementing SAP	Provided: - a digital copy of the SAP Business Technology Platform Architect qualification certificate, e.g., Solution Architect - SAP BTP or another equivalent document;		Fill in

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	business technology platform products, and/or maintaining them, including integrations with other functionalities. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP BTP architect qualification. - experience in developing at least one full cycle [1] SAP solution on a business technology platform.	- other documents specified in point 2.1.		
2.1.18	em data analyst must have: - By the application deadline, at least 5 (five) years of experience developing, implementing, and/or maintaining data analytics solutions implemented on the SAP platform. Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP data analyst qualification. - experience of at least one full cycle [1] implemented SAP solution deployment project. - .	Provided: - a digital copy of the SAP data analyst qualification certificate, e.g., SAC Data Analyst or another equivalent document; - other documents specified in point 2.1.		Fill in
2.1.19	The project manager must have: - by the application deadline, at least 5 (five) years of experience leading SAP S/4HANA software implementation projects; Experience is calculated by summing periods—years, months (partial months of experience, if greater than or equal to 15 days, is rounded up to 1 month). Experience gained during the same period is not summed; - SAP project manager or other internationally recognized project management qualification.	Provided: - a digital copy of the SAP project manager, or PMP, or PRINCE2, or COMPTIA PROJECT+ certificate or equivalent document; - other documents specified in point 2.1.		Fill in
2.1.20	The chief solutions architect must have: - by the application deadline, at least 5 (five) years of practical work experience performing solution architect functions in SAP S/4HANA system implementation, development, and/or maintenance projects	Provided: - a digital copy of the SAP solution architect qualification certificate, SAP certified professional – SAP Enterprise architect, or an equivalent document; - other documents specified in point 2.1.		Fill in

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	involving SAP BW and integration with non-SAP systems; Experience is calculated by summing periods - years, months (partial months of experience, if greater than or equal to 15 days, are rounded up to 1 month). Experience gained during the same period is not summed; - Solutions architect qualification; - experience of at least 2 (two) full-cycle [1] deployment projects in the role of solution architect, covering SAP S/4HANA, SAP BW, and integrations with non-SAP systems.			

Table No. 2

OTHER REQUIREMENTS FOR SUPPLIERS

Requirement		Documents proving compliance with the requirement	Entity that must meet the requirement	Title, date, and number of the submitted document (if available) ²
1. NATIONAL SECURITY				
1.1.	The supplier must not have interests that could pose a threat to national security. It is considered that the supplier has interests that may pose a threat to national security and prohibits suppliers, their subcontractors, or economic entities whose capacities are relied upon, who themselves or their controlling persons are registered (if the supplier, its subcontractor, the economic entity whose capacities are relied upon, or the controlling person is a natural person permanently residing or holding citizenship) in the countries or territories listed in Article 92(14) of the Public Procurement Law from participating in the procurement.	Suppliers must submit with the application a completed declaration of conformity in the form established by the Public Procurement Office (Annex VI) and complete the entire application form, including the required data about the supplier, its sub-supplier(s), and the economic entity(ies) whose capacities are relied upon, as well as the persons controlling them, and also indicate their country of registration (if it is a legal entity) or country of nationality and permanent residence (if it is a natural person). The KC requests the supplier that submitted the most economically advantageous tender to provide an extended extract with history from the Register of Legal Entities (if a legal entity) or a copy of an identity document (identity card or passport) (if a natural person). If the person (natural or legal) is registered in a foreign country, a document issued by the competent authority of the respective foreign country must be provided. The KC has the right to request the supplier submitting the most economically advantageous offer to provide other documents specified in Article 51(12) of the Public Procurement Law (one or more) or other documents acceptable to the KC, if necessary to ensure proper procurement procedure (e.g., in case of doubts about the accuracy of the supplier's declared information).	The Supplier, each joint venture partner, subcontractor(s) engaged by the Supplier, and economic entities whose capacities the Supplier relies on, and the persons controlling any of aforementioned entities	Fill in

² The name of the electronic file (file), and if all documents are submitted in one file, also indicate the page number where the document is located (To be filled in by the supplier)

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	Documents without an expiration date must be issued or printed from the information system no earlier than 3 (three) months before the day the supplier must submit the documents at the request of the KC. <u>The KC may choose not to request</u> the documents specified in this requirement if it can determine compliance with the requirements from sources other than those specified in Article 50(7) of the Public Procurement Law. If the supplier, its subcontractor, economic entities whose capacities are relied upon, or persons controlling them are a company important for national security, a state enterprise, a municipal enterprise, as well as a state-owned company and their subsidiaries listed in the Law on the Protection of Objects Important for National Security, <u>Article 47(9) of the Public Procurement Law</u> does not apply <u>to these entities</u>.		

[1] Developing at least one full-cycle SAP solution means that the specialist has gone through all project stages from start to finish – from initial needs collection to implementation (Go-Live) and support.