



## **Customization Agreement**

# **Treatment Planning for Radiation Therapy at Oslo University Hospital Trust (OUS)**

**Case # 2018/1216**

Government Standard Terms and Conditions  
for IT-procurement SSA – T

## **SSA-T Appendix 1A: General Requirements**

Version 1.0, July 2019

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# 1 Introduction

South-Eastern Norway Regional Health Authority (HSØ) is responsible for health services to the population in South-Eastern of Norway. Oslo University Hospital Trust (OUS) is the largest hospital in HSØ. In some areas OUS have nationwide and/or regional functions and responsibilities. Radiation therapy is one of these areas.

Sykehuspartner is service provider for ICT to all the hospitals in HSØ.

This document contains general requirements in accordance with the “Customer Requirement for Customization Agreement (SSA-T)”.

Procurement of the specialist system is conducted in accordance with the approved strategic roadmap for ICT at OUS.

OUS invites all parties to competition on the negotiations of the purchase, customization, implementation, maintenance and support of a new specialist system for Treatment Planning at Oslo University Hospital Trust (OUS).

Oslo university hospital is a trust of four hospitals with different history. The radiation treatment capability at OUS, is located at OUS Radiumhospitalet (RAD) and OUS Ullevål sykehus (US).

The main treatment planning system at OUS Radiumhospitalet, Oncentra External Beam, has an end-of-life status in May 2020. The main objective with this procurement is to replace Oncentra External Beam.

OUS har procured three Varian ProBeam™ proton gantries. The current procurement addresses the future need for treatment planning for proton therapy.

OUS is continually seeking to optimize overall capacity, and improved work flow between the hospitals. For this reason, the new treatment planning system must be able to make treatment plans for all linacs at both hospitals, RAD and US.

OUS is an accredited Comprehensive Cancer Cluster hospital, and continuously needs to develop medical procedures.

The medical facility covered by the agreement is Oslo University Hospital Trust (Oslo universitetssykehus HF – OUS). The following hospitals have an option for entering into separate agreements:

- Hospital of Southern Norway Trust (Sørlandet sykehus)
- St. Olavs Hospital (St.Olav)
- University Hospital of North Norway (Universitetssykehuset Nord-Norge - UNN)

The Contractor is responsible for ensuring that the solution implemented at OUS, and services offered, are in accordance with the contract requirements.

## 1.1 Completion of the various documents

SSA-T Appendix 1A, 1B and 1C contains standardized requirement tables.

Field	Description
No.	<p>The Contracting Authority's (Customer) unique identifier for a requirement. All references to requirements should be done using this number.</p> <p>Requirements in the Customer requirement specification in the customisation agreement are numbered as follows:</p> <ul style="list-style-type: none"> <li>• <math>G_n</math> (G1, G2, ...) for general requirements (SSA-T Appendix 1A)</li> <li>• <math>F_n</math> (F1, F2, ...) for functional requirements (SSA-T Appendix 1B)</li> <li>• <math>T_n</math> (T1, T2, ...) for Technical requirements (SSA-T Appendix 1C)</li> </ul>
Requirement	The Customer's specification of the requirement.
Importance O/H/M/L	<p>The Customer's specification of the importance of the requirement.</p> <ul style="list-style-type: none"> <li>• O – mandatory. All mandatory requirements <b>must be satisfied</b>. If requirements with this classification are not satisfied at the time of delivering the Tender, the <b>proposal will be rejected unless a specific time of deliverance is specified in a requirement</b>.</li> <li>• H – high importance. It is very important that the requirement is satisfied.</li> <li>• M – medium importance. It is important that the requirement is satisfied.</li> <li>• L – low importance. It is not important that the requirement is satisfied.</li> </ul> <p>Mandatory requirements will only be assessed whether they are fulfilled or not. All H/M/L-requirements will be evaluated.</p> <p>The importance of the requirement is defined by the O/H/M/L categorization and not by the wording. I.e.: a requirement may be written "the Contractor <u>shall...</u>" or "the Contractor <u>must...</u>" but this does not automatically imply that the requirement is mandatory.</p>
Describe D	<p>The Customer's specification of whether the Contractor should describe how the requirement is satisfied. In case a description is necessary, the requirement is marked "D". The requirements in SSA-T Appendix 1A specifies in which Appendix the description shall be given.</p> <p>All description/text from the Contractor shall be written in <b>blue</b> to separate this information from the information written by the Contracting Authority.</p> <p>Any information or description should primarily be written in the "Describe" column or description field. If it is necessary to refer to information in other requirements or in annexes, it must be clearly specified where to find the information and which requirement the information relates to. This also applies if the Contractor deems it necessary to comment or describe a requirement that is not marked "D".</p>

*Table 1 Explanation of requirement tables in SSA-T Appendix 1*

The Contractors descriptions of requirements are to be answered in SSA-T Appendix 2A1/2B1/2C1 in a word document prepared for this. The phrase *SSA-T Appendix 2x1* indicates to use one of the relevant appendices (2A1, 2B1 or 2C1).

All requirements shall also be answered in SSA-T Appendix 2x2 in an excel document prepared for this, with sheets for 2A2/2B2/2C2. The phrase *SSA-T Appendix 2x2* indicates to use the one of the relevant sheets (2A2, 2B2 or 2C2).

Requirements marked H/M/L but not with a “D” shall only be answered in SSA-T Appendix 2X2.

SSA-T Appendix 2X2 includes the following columns:

<b>Additional fields</b>	<b>Description</b>
Standard	Specify whether the feature will be satisfied using standard software from the Contractor. <ul style="list-style-type: none"> <li>• X – feature part of standard software package</li> </ul>
Configuration	Whether the feature is satisfied through configuration. <ul style="list-style-type: none"> <li>• X – satisfied through configuration</li> </ul> If the solution satisfies the requirement through configuration, the price for configuration should be specified in SSA-T Appendix 7. The total effort (man days) of the configuration effort should be specified in SSA-T Appendix 4, including suggested division of labour between the Contracting Authority and the Contractor.  The Contractor must explain the reasoning and assumptions behind the division. Requirements/groups of requirements where extensive configuration is necessary, must be described in the relevant SSA-T Appendix 2x1. How the work is to be done, including effort (man days) must be clear from SSA-T Appendix 4.  If there are different types of configuration, such as tables and rules engines, this should be noted in the column "Comments" and if necessary elaborated on in SSA-T Appendix 2x1.
Development	Whether feature needs development, either in new versions not clinically released, or future planned development. <ul style="list-style-type: none"> <li>• X – development necessary to meet requirement</li> </ul> If the solution needs development to meet requirements, the price for development should be specified in SSA-T Appendix 7. The total effort (man days) of the development effort, as well as planned release dates, should be specified in SSA-T Appendix 4, including suggested division of labour between the Contracting Authority and the Contractor.
Not offered	<ul style="list-style-type: none"> <li>• X – the Contractor will not meet the requirement</li> </ul>
Comments	Only short comments to the requirement by the Contractor, the description of how the requirement is fulfilled shall be given in the Appendix referred to in the specific requirement.

*Table 2 Explanation of excel tables with all requirements in Appendix 2*

## 2 Contractor's Mission Understanding

### 2.1 Purpose of the Contract

The main objectives for all ICT procurements in HSØ are:

Ensure Patient Information Security  
Improve Quality in Health Service  
Improve Efficiency of the Health Service  
Support improved work flow and cooperation  
Meet society's expectations

For the current procurement, the meaning of these objectives will be:

#### **Ensure Patient Information Security**

- Ensure information security including confidentiality, integrity, availability, and administrative security set up possibilities
- Traceable patient data access
- Risk assessment with necessary adaptations

#### **Improve Quality of the Health Service**

Improve treatment outcome: Sufficient dose coverage of target volumes with as low dosage to organs at risk as possible.

- Easy to use functionality to contour volumes and generate treatment plans within an acceptable time frame
- Increase usage of complementary imaging modalities to define and delineate volumes
- Increase availability of advanced treatment techniques such as intensity modulated radiotherapy (IMRT, VMAT), stereotactic radiotherapy and radiosurgery (SRT and SRS),
- Support the use of adaptive radiotherapy (ART) in a structured manner
- Type C calculation algorithms to increase calculation quality

#### **Improve Efficiency of the Health Service**

Improved efficiency is likely achieved by automation of one or several steps in the treatment planning process, and automation of data exchange between information systems involved in the complete treatment process.

- Improve Quality of the Health Service without a) increasing personnel resources, and b) substantial increase of treatment planning system life cycle cost
- Increase the number of treatment plans per day without a) increasing personnel resources, and b) substantial increase of treatment planning system life cycle cost
- Maintain the same Quality of the Health Service with reduction of ) personnel resources, or b) treatment planning system life cycle cost

- Cost effective maintenance and daily operation to ensure acceptable treatment planning system life cycle cost
- Consolidation of functionality

### **Support improved work flow and cooperation**

#### *Improved workflow when creating a treatment plan*

- Patient demographic data import with automatic updates
- Requisition data import necessary for treatment planning with automatic updates
- Image import necessary for treatment planning
- Increased efficiency and quality in every treatment planning step
- Support for work flow optimization involving several steps and different professionals working asynchronously to make the final treatment plan
- Support for efficient treatment plan demonstration (chart round) on different technological platforms

#### *Improved workflow by integration flexibility*

- Export of treatment plans to both Aria and Mosaiq information systems
- Query/retrieve-Service class provider to make ad hoc queries of treatment plans needed in other information systems
- Treatment plan summary export to hospital information system
- Support for predefined values to ensure quality of data
- Support for user defined reports to make specific queries with the ability to export result to different formats

#### *Cooperation with other hospitals*

- Sharing of treatment machine set up in treatment planning system
- Export functionality to send treatment plans to other hospitals
- Import functionality with possibility to a view treatment plans received from other hospitals

### **Meet society's expectations**

- Flexible scaling of functionality and equipment to meet variation in future demands
- Continuous development and state-of-the-art treatment planning functionality
- Participation in clinical studies
- Treatment planning solution helps making OUS a leading cancer treatment hospital

The Contractor shall describe its mission understanding through answering the requirements in this chapter.



*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
G 1	The Contractor shall, in SSA-T Appendix 2A1, provide a short description of their understanding of the contract objectives. Functionality helping the Customer to achieve these main objectives, will give a higher score.	H	D
G 2	The Contractor shall, in SSA-T Appendix 2A1, give a short description of how the Contractor with their expertise and knowledge will help the Customer in this project to achieve the contract objectives.	H	D
G 3	<p>The Contractor shall, in 2A1, describe possible contribution towards consolidation of functionality for the Customer.</p> <p>Consolidation of functionality at OUS, for instance in OIS and TPS functionality, means a reduction of duplicate functionality in different information systems used in radiation therapy departments.</p> <p>Description must be based on existing environment as described in SSA-T Appendix 1 - Attachment 2 - Existing environment.</p> <p>Consolidation contribution with an additional cost for the Customer shall be stated in SSA-T Appendix 7 (ref. Requirement G 16).</p>	H	D

## 2.2 Contractors planned development (road map)

The Contractor shall describe own plans for development of the solution ("road map") independent of other external factors that are relevant for this Customization Agreement (SSA-T).

Development plans may include any plans for transition to the newly developed functionality, replacing the offered with newly developed functionality or plans for the transition to the use of substantially changed or new technology/infrastructure. The Contractor should describe how the Customer will be involved in, informed of and affected by these potential changes.

No.	Requirement	Importance (O/H/M/L)	Describe
G 4	<p>The Contractor shall, in SSA-T Appendix 2A1, present a comprehensive overview of current development plans ("Road map") for the solution for the next five (5) years, both in terms of functionality and architecture/technology.</p> <p>Features described shall be divided into two categories:</p> <ol style="list-style-type: none"> <li>1) Dated</li> <li>2) Not dated</li> </ol> <p>Time dating shall be indicated as accurately as possible, at least with year of availability</p>	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	provided for the Customer.		
G 5	The Contractor must keep current and updated on the latest developments and research in the relevant field. The Contractor shall, in SSA-T Appendix 2A1, describe how the Contractor is updated and current and what associations, forums etc. they are participating in.	H	D
G 6	Customer involvement and influence on the development plans of the offered specialist system is important. The Contractor shall, in SSA-T Appendix 2A1, describe how the Customer is involved in defining the development plan / "roadmap" for the offered specialist system, and how the Customer will be able to influence these plans.	H	D

### 3 Contractor's preconditions

The Contractor shall in the table below describe their preconditions as part of their responses to the requirements. Preconditions are considered to be reservations to the contract and are treated as such legally. This includes any changes to the standard terms and conditions of the SSA-T by the Contractor. The Customer will consider whether the reservations are essential and entails rejection c.f. Public Procurement Regulations § 24-8 and 24-9.

Any change to the adjustment agreement (SSA-T) should be described in SSA-T Appendix 8.

All preconditions related to tender requirements shall be stated here to apply, and shall be listed in the table below. The table must be filled out in SSA-T Appendix 2A1.

Name of precondition	Reference to Appendix / requirement no. / Chapter / page number and paragraph	Description of the precondition

*Table 3 Preconditions for requirement fulfilments in Appendices to SSA-T.*

No.	Requirement	Importance (O/H/M/L)	Describe
G 7	The Contractor shall verify, in SSA-T Appendix 2A2, that they have read and understood the content and scope of all documents and attachments that are included in the tender documents, and that they have taken this into account in the offered specialist system.	H	

SSA-T Appendix 1A General requirements

G 8	<p>The Contractor shall, in SSA-T Appendix 2A1, specify all preconditions related to the offer, including reservations/preconditions for implementation of offered specialist system and use of offered specialist system in the Customers technical platform as it is described in SSA-T Appendix 3 Customers technological platform. The above table should be used.</p> <p>The Contractor shall, in the table in SSA-T Appendix 2A1, describe reservations/preconditions related to the agreement. All reservations/preconditions of general, commercial, functional and/or technical nature relevant to enable the Customer's use the offered specialist system shall be described. The description should include the Contractors preconditions to acknowledge their obligations under the conditions covered by the Adjustment Agreement (SSA-T with the Appendixes).</p>	H	D
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## 4 Specifications of Software and Equipment

The Contractor must propose a complete solution for software and equipment necessary for the Customer. The proposal must be based on requirements in SSA-T Appendix 1B Functional Requirements Treatment planning system, SSA-T Appendix 1C Technical Requirements and SSA-T Appendix 3 Customers technological platform.

A specialist system for treatment planning at OUS, have various purposes:

- Clinical production of treatment plans
- Possibility to test future changes/upgrades before clinical upgrade
- Training of health personnel in cooperation with Oslo Met university, including investigation with anonymous patient demographics

Descriptions and text relating to the specification of the software and any infrastructure components shall be documented in SSA-T Appendix 2A1.

The summary should be a specification of all relevant components and modules, including the version numbers. Other software that is a precondition for the offered software to work properly shall be specified in the same way.

Any relevant additional software the Contractor offers, that is not in the Customer requirements, shall be specified in the same way and labeled as "non-specified options". All pricing must be described in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 9	The Contractor shall, in SSA-T Appendix 2A1, provide a comprehensive overview of the specialist system offered. The summary should be a specification of all relevant components and modules, including version numbers.	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<p>The overview must include how to cover the need:</p> <ul style="list-style-type: none"> <li>Clinical production of treatment plans</li> </ul> <p>All pricing must be described in SSA-T Appendix 7.</p> <p>The specialist software and equipment offered in 2A1 must be in accordance with the technical specification and possibilities in 1C, and functional requirements in 1B including equipment fulfilling performance needs.</p>		
G 10	<p>The Contractor shall, in SSA-T Appendix 2A1, provide a comprehensive overview of the specialist system offered. The summary should be a specification of all relevant components and modules, including version numbers.</p> <p>The overview must include how to cover the need:</p> <ul style="list-style-type: none"> <li>Possibility to test future changes/upgrades before clinical upgrade</li> </ul> <p>All pricing must be described in SSA-T Appendix 7.</p> <p>The specialist software and equipment offered in 2A1 must be in accordance with the technical specification and possibilities in 1C, and functional requirements in 1B including equipment fulfilling performance needs.</p>	H	D
G 11	<p>The Contractor shall, in SSA-T Appendix 2A1, provide a comprehensive overview of the specialist system offered. The summary should be a specification of all relevant components and modules, including version numbers.</p> <p>The overview must include how to cover the need:</p> <ul style="list-style-type: none"> <li>Training of health personnel in cooperation with Oslo Met university, including investigation with anonymous patient demographics</li> </ul> <p>All pricing must be described in SSA-T Appendix 7.</p> <p>The specialist software and equipment offered in 2A1 must be in accordance with the technical specification and possibilities in 1C, and functional requirements in 1B including equipment fulfilling performance needs.</p>	H	D
G 12	<p>The Contractor shall, in SSA-T Appendix 2A1, specify any other relevant software that is a precondition for the system (the offered specialist system) to work for the Customer. The software's functionality should be made available to the Customer.</p>	H	D
G 13	<p>The Contractor confirms, in SSA-T Appendix 2A2, that he has the necessary authorizations, rights, etc. in relation to the offered software and equipment/software to be used.</p>	O	
G 14	<p>The Contractor must see to that secure depositing of source code.</p> <p>The Contractor shall confirm this in SSA-T Appendix 2A2.</p>	H	
G 15	<p>If the specialist system requires this, the Contractor shall, in Appendix T 2A1, specify any requirements for third-party software and associated licenses. Software already present in the Customers technical platform does not need to be listed.</p>	H	D
G 16	<p>The Contractor can, in SSA-T Appendix 2A1, specify possible functionality beyond what</p>	L	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	is required. Prices shall be stated in SSA-T Appendix 7 if the additional functionality is not included in the offer.		

## 4.1 Necessary additional development and/or adaption of offered specialist system to meet requirements or options

The Customer seeks to purchase a standard specialist system for Radiation treatment planning.

The Contractor shall with the description of the requirement in SSA-T Appendix 2A1 state where development/adaption/adjustments (e.g. programming) is needed in order to meet the requirements.

Contractors needs for development in order to meet the requirements will give a lower score.

In SSA-T Appendix 2x2 table, there shall for all requirements in SSA-T Appendix A1, B1 and C1 be marked whether the requirement is a part of the standard specialist system offered, if configuration is needed or development/adaption (e.g. programming) is needed.

No.	Requirement	Importance (O/H/M/L)	Describe
G 17	All requirements where the Contractor <b>needs</b> to make additional developments and/or adaptations to the offered specialist system to meet the requirements in SSA-T Appendix 1A, 1B or 1C must be listed when answering this requirement, with reference to the relevant affected requirement number.  The Contractor shall in SSA-T Appendix 2A1 provide this list of requirement numbers. Any prices for additional development/adaptations in the offered specialist system should be included in SSA-T Appendix 7 per requirement or per naturally coherent group of requirements.	O	D
G 18	Requirements with a possible need for additional development and/or adaptation to the Customer shall be specified. The Contractor shall, in SSA-T Appendix 2A1, list which requirements from SSA-T Appendix 1A, 1B or 1C this will apply to.  Prices shall be stated in SSA-T Appendix 7 if the additional development and/or adaptation is not included in the offer.	H	D

## 5 General Security Requirements

### Authority regulations

Proposed solutions must satisfy the requirements of laws, regulations, rules, instructions and guidelines which the Customer must abide by as a member of the Norwegian health sector. The regulations including, but not limited to:

- [Lov om behandling av helseopplysninger ved ytelse av helsehjelp \(Pasientjournalloven\)](#)  
Law related to how to handle health information, (Patient journal law)
- [Forskrift om IKT-standarder i helse- og omsorgstjenesten](#)  
Regulations for ICT standards in the health service
- [Lov om helseregistre og behandling av helseopplysninger \(Helseregisterloven\)](#)  
Law about health registries and handling of health information (Health register law)
- [Lov om pasient- og brukerrettigheter \(pasient- og brukerrettighetsloven\)](#)  
Law about patient and user rights (Patient and user right law)
- [Lov om helsepersonell m.v. \(helsepersonelloven\)](#)  
Law about health personal (Health personal law)
- [Lov om behandling av personopplysninger \(personopplysningsloven\)](#)  
Law about handling of personal information (Person information law)
- [Forskrift om behandling av personopplysninger \(personopplysningsforskriften\)](#)  
Regulations about handling of personal information (Person information regulations)
- [Personvernforordningen \(GDPR\)](#)
- The “Code of conduct” (in English)- <https://ehelse.no/normen/documents-in-english>
- [Veileder Programvareutvikling med innebygd personvern](#)  
The Data Protection Authority guidelines on Data Protection by Design and by Default - <https://www.datatilsynet.no/en/regulations-and-tools/guidelines/data-protection-by-design-and-by-default/>
- [Lov om vern mot smittsomme sykdommer \(smittevernloven\)](#)  
Law about infectious diseases
- [Forskrift om medisinsk utstyr](#)  
Regulations for medical equipment
- [Forskrift om håndtering av medisinsk utstyr](#)  
Regulations for handling of medical equipment
- [Medisinsk utstyr](#)  
Medical equipment
- [Forskrift om ledelse og kvalitetsforbedring i helse- og omsorgstjenesten](#)  
Regulations for management and quality improvement in health services

Special law and regulation related to radiation therapy:

<https://lovdata.no/dokument/NL/lov/2000-05-12-36>

<https://lovdata.no/dokument/SF/forskrift/2016-12-16-1659>

See SSA-T Appendix 1C for more detailed security requirements.

Expected authority regulations

- [FDA UDI UniqueDeviceIdentification](#)

No.	Requirement	Importance (O/H/M/L)	Describe
G 19	The Contractor must confirm, in SSA-T Appendix 2A2, that they will respond to valid laws, regulations, rules, instructions and guidelines; the same as the Customer in its capacity as a member of the Norwegian health sector have to relate to. This will apply for this agreement and the maintenance agreement (SSA-T and SSA-V with appendices).	O	
G 20	The Contractor must confirm, in SSA-T Appendix 2A2, that necessary changes will be implemented with respect to the relevant laws, regulations and regulatory requirements which affect the use of the offered specialist system. This must be incorporated in the specialist system no later than 6 months before the date the amendment takes effect, unless otherwise agreed upon in writing with the Customer.	H	
G 21	A risk assessment of the specialist system will be conducted. The Contractor must confirm, in SSA-T Appendix 2A2, that it will help in the work where the Customer needs it.	H	
G 22	The Contractor shall take all necessary precautions to prevent the Customer's equipment/programs are affected by malware through the implementation services under this agreement. This is to be confirmed by the Contractor in SSA-T Appendix 2A2.	H	

## 6 General requirements

No.	Requirement	Importance (O/H/M/L)	Describe
G 23	The offered specialist system should fulfill the five areas included in the concept "usability", see SSA-T Appendix 1 - Attachment 1 – "NIKT Arkitekturprinsipper i Spesialisthelsetjenesten" (Architectural Principles in the specialist health services).	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	This will include how the system supports these areas: <ul style="list-style-type: none"> <li>• Easy to learn (usability)</li> <li>• Efficient in use (efficiency)</li> <li>• Easy to remember (memorability)</li> <li>• Reduced possibility to do errors and how consequences of errors are minimized (errors)</li> <li>• How the system is adapted to satisfy the users requirements (satisfaction)</li> </ul> Please describe in SSA-T Appendix 2A1.		
G 24	Graphical user interface should give <ul style="list-style-type: none"> <li>• Relevant information, based on workflow and roles, with Customer adaption possibilities</li> <li>• Real time information shown without time delays. Known functions with delay should be specified, including the systems inherent asynchronous designed functions</li> </ul> Please describe in SSA-T Appendix 2A1.	H	D
G 25	Date and time format must be according to Norwegian standard. Please confirm in SSA-T Appendix 2A2.	H	
G 26	The specialist system must not have limitations in the size/length of free text fields. Please confirm in SSA-T Appendix 2A2.	M	
G 27	Warning and error messages must be presented with informative messages. This should make the user able to correct possible error or missing elements or to have relevant information to get support. Please described by in SSA-T Appendix 2A1.	M	D
G 28	The offered specialist system should be design for universal accessibility. The Contractor should describe how the system accommodates for visually handicapped e.g. colorblind users. Please describe in SSA-T Appendix 2A1.	L	D

## 7 Conversion (Optional)

Descriptions related to data migration and/or conversion of data elements from the Customer's existing solutions, see "SSA-T Appendix 1 - Attachment 2 - Existing environment" to be included in SSA-T Appendix 2A1. Main purpose of this tender is to replace Oncentra External Beam, and this system is most likely to be converted.

With conversion we mean data migration and / or conversion of data currently stored in - solution within the scope of this contract.



Rates shall be specified according to instructions in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 29	The Contractor shall, in SSA-T Appendix 2A1, describe tools and methods for conversion.	H	D
G 30	The Contractor shall, in SSA-T Appendix 2A1, explain what quality-controls are in place to ensure quality in the transferred data and detection of anomalies/error that may have to be managed manually. The Contractor shall also explain how it will minimize the risk of reduced availability during conversion.	H	D
G 31	The Contractor should confirm that all relevant data will be converted from the current solution, including Patient information. Please describe what is converted in SSA-T Appendix 2A1.	H	D
G 32	Test-conversion(s) of data elements are to take place at location(s) specified by the Customer. Please confirm in SSA-T Appendix 2A2.	H	
G 33	Test-conversion(s) shall be included in the offered delivery. Please confirm in SSA-T Appendix 2A2.	H	
G 34	The Contractor should provide a reference list of hospitals where the Contractor has been involved in similar conversion of treatment planning systems.	H	D

## 8 Training

All answers related to training should be included in SSA-T Appendix 2A1. The Appendix should contain an overview of the various training offered.

The Customer reserves the right to, by itself, conduct the training, or to obtain any external course instructors.

The Contractor should, as a minimum, offer training for the following audiences:

1. Project Participants (at least needs an overview of the specialist system)
2. Super Users (at least needs to have a detailed understanding of end-user-functionality of the specialist system)
3. IT-operations/maintenance (at least needs technical knowledge of the specialist)
4. System Administrators (needs to know the functional and all configurable aspects of the system)

Training for all target groups should be included as activities in the project schedule in SSA-T Appendix 4.

Courses:

Offered courses will be described according to the following template and is to be described for each course offered.

<b>&lt;Course name&gt;</b>	
Goal	
Course type	
Course content	
Duration and location	
Previous knowledge requirements	
Expected results for participants	
Test / approval / certification	
Course documentation	
Language	
Recommended number of participants	

*Table 4 Template for offered training courses*

<b>No.</b>	<b>Requirement</b>	<b>Importance (O/H/M/L)</b>	<b>Describe</b>
G 35	The Contractor shall prepare training portfolio necessary for OUS to put system into clinical use and to utilize the treatment planning systems full potential. Please confirm in SSA-T Appendix 2A2.  Prices shall be stated in SSA-T Appendix 7 for training portfolio.	H	
G 36	The Contractor shall, in SSA-T Appendix 2A1, describe various forms of training offered under the Customization Agreement (SSA-T), for all audiences. Offered courses will be described according to the table above.	H	D
G 37	Training and course materials should be in English or a Scandinavian language. Please confirm in SSA-T Appendix 2A2.	H	
G 38	The Contractor shall verify, in SSA-T Appendix 2A2, that the Customer has the right to conduct training of their users if the Customer so desires. Training can be implemented with the use of internal and/or external expertise.	M	
G 39	Course documentation will be made available electronically, and compatible with programs such as MS Word, MS Excel and/or MS Power Point for the Customer. The Customer should be able to edit the documentation.  Please confirm in SSA-T Appendix 2A2.	H	

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
G 40	Customer shall be able to be used and copied Training documentation for internal use. Please confirm in SSA-T Appendix 2A2.	H	
G 41	The Contractor shall, in SSA-T Appendix 2A1, describe how training will be conducted for the various target-groups, in relation to the roll-out of the offered specialist system.	H	D

## 9 Documentation

The offered specialist system should be delivered with documentation needed for use, training, installation, operation, management, maintenance and test reports. The documentation should include descriptions and documents relating to deployment of new versions, patches, and upgrades. Documentation should be described in SSA-T Appendix 2A1, according to the following template.

<Documentation type/ name including document ID and ID of the software>	
Target group	
Objective	
Content	
Version	
Language	

*Table 5 Template for documentation description*

No.	Requirement	Importance (O/H/M/L)	Describe
G 42	The specialist system must be delivered with relevant documentation. Preparation of documentation shall follow the Customization Agreement (SSA-T). Please confirm in SSA-T Appendix 2A2.	H	
G 43	Documentation from the Contractor shall be made available in an electronic format for the Customer, if the Customer requires this. Please confirm in SSA-T Appendix 2A2.	M	
G 44	The Contractor confirms, in SSA-T Appendix 2A2, that the Customer may, free of	H	

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	charge, have the right to copy the supplied/ provided documentation internally.		
G 45	The contractor shall in connection with changes and upgrade of the system supply revised documentation. Please confirm in SSA-T Appendix 2A2.	H	
G 46	The contractor shall in connection with changes and upgrade of the system supply documentation with change log. Please confirm in SSA-T Appendix 2A2.	H	
G 47	The documentation provided by the Contractor shall be approved by the Customer, if the Customer requires this. Please confirm in SSA-T Appendix 2A2.	H	
G 48	Documentation must be written in English or in a Scandinavian language. Please confirm in SSA-T Appendix 2A2.	M	
G 49	Please confirm in SSA-T Appendix 2A2. The Contractor shall submit the following (but not limited to): Documentation: <ul style="list-style-type: none"> <li>• Contractor's test plan, test scenarios, test equipment and test report.</li> <li>• Installation Documentation.</li> <li>• Operating Documentation.</li> <li>• System Documentation.</li> <li>• User Documentation.</li> <li>• Management Documentation</li> <li>• Release Documentation</li> </ul> The documentation shall be delivered to the Customer's Test Manager in good time before the scheduled start of the acceptance test. Updated and final edition of the same documentation shall be available before the Customer's acceptance of the acceptance test.	H	
G 50	Activities for different types of documentation should be included in the project plan in SSA-T Appendix 4. Please confirm in SSA-T Appendix 2A2.	M	

## 10 Project and progress-plan

Implementation of the solution is organized as a project.

The project will implement a solution that meets the requirements of SSA - T and Appendix 1 (A, B and C), and requirements to install, specify, configure, customize, data migration, integrate and test the solution.

The Contractor is responsible for the implementation of the solution for the Customer and the integration of Medical Equipment, see SSA-T Appendix 1 - Attachment 2 - Existing environment.

Projects in OUS are based on the South-Eastern Norway Regional Health Authority's (HSØ) portfolio and project methodology (PPM). For this project the "Gjennomføre" phase is relevant.



Figure 1- The project process at OUS - from idea to benefit realization

HSØ PPM classification of phases used in the procurement process is related to SSA-T in this way:

"Planlegge" (Planning)

- Customer's procurement process and assign the contract

"Gjennomføre" (Implementation)

- SSA-T 2.1 PREPARATIONS AND ORGANIZATION
- SSA-T 2.2 DETAILED SPECIFICATION (THE SPECIFICATION PHASE)
- SSA-T 2.3 PERFORMANCE OF THE DELIVERABLES
- SSA-T 2.4 THE CUSTOMER ACCEPTANCE TEST
- SSA-T 2.5 APPROVAL PERIOD AND DELIVERY DATE

"Avslutte" (Complete)

- Realization of profits and report

Descriptions and project plans should be in line with the SSA - T, and divided into relevant sub phases with milestones in the implementation phase. This plan should be included in SSA-T Appendix 4.

SSA-T Appendix 4 shall contain a description of the services the Contractor can offer for the implementation and facilitation of each unit, as well as a presentation of progress and time frame for these services for the implementation of the solution. Rates shall be specified in SSA-T Appendix 7.

## 10.1 Project Completion

### Tentative implementation plan

The Contactor shall provide an outline for implementation of the offered solution.

Phase 1 will be implementation of Treatment plan system for photon therapy.

Phase 2 will be implementation of Treatment plan system for proton therapy.

Please acknowledge the following:

- Go-live for the Treatment plan system for photon therapy must be before May 2020.
- The customer expects that the vendor proposes realistic time lines for the sub-phases/activities which the contractor is responsible for, in order to achieve the necessary levels of quality, based on previous experience/knowledge.

Go-live for the Treatment plan system for proton therapy will be 2023.

Implementation of treatment plan system for photon therapy will require an efficient implementation project in order to reach a Go-live date in May 2020. We will recommend that the training environment is established first and after that the production environment.

As stated in the Customer's objectives and requirements specifications, OUS intends to acquire a complete treatment planning solution. The Customer expects quickly implementable solutions that leverage Customer resources for implementing the project in the most efficient manner. If relevant, it is expected that the requirements or groups of requirements that require additional development are included in the Contractor's plan for implementing the solution in SSA-T Appendix 4.

The Contractor shall for the implementation of the specialist system prepare a detailed and complete plan for all activities, including milestones mention above.

No.	Requirement	Importance (O/H/M/L)	Describe
G 51	Contractor shall, in SSA-T Appendix 4, provide a description of their methods/tools for project-management.	H	D
G 52	The Contractor shall verify, in SSA-T Appendix 2A2, that the Customer may use the Contractor collaboration-/project-tools (e.g. sharing of information) during the implementation of the offered solution.	L	
G 53	The Contractor shall prepare a detailed and complete activity/milestone plan in SSA-T Appendix 4 for the implementation of the solution. The plans and activities for implementation at OUS must be adequately described, so that the Customer is able to assess the quality and feasibility of the plan.  The plan must include activities and deliverables for both Contractor and Customers.	H	D
G 54	The Contractor shall in SSA-T Appendix 2A2 verify that the plan provided in SSA-T Appendix 4 is accordance with the Standard Agreement text SSA-T and shall at least include dates (relative to date for signing the contract and with go-live before May 2020) for main milestones in SSA-T.  The main milestones in the SSA-T Agreement are:	H	

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<ul style="list-style-type: none"> <li>Approval of the detailed specification (2.2.2)</li> <li>Solution ready for acceptance test (2.4.2)</li> <li>Acceptance test approved (2.4.6)</li> <li>Delivery date (2.5.3)</li> </ul>		
G 55	The Contractor shall, in SSA-T Appendix 4, describe the need for collaboration with the Customer or other external partners in the various phases of the project.	H	D
G 56	The Contractor is responsible for reporting deviations in terms of cost, risk, schedule, functionality and technical conditions to the Customer liaison immediately following identified deviations both before and during the implementation of the offered solutions. Please confirm in SSA-T Appendix 2A2.	M	
G 57	The Contractor shall, in SSA-T Appendix 4, describe the activities the Contractor does not take responsibility for	H	D
G 58	The Contractor shall, in SSA-T Appendix 4, describe how they will be proactively overseeing the Customer's use of the software from the implementation of the offered specialist system to the end warranty period in SSA-T. This way the Contractor helps to detect errors, capacity-, performance- or stability-problems at an early stage. The Contractor shall regularly report such matters to the Customer.	H	D

## 10.2 Offered expertise for the implementation of the specialist system and availability

No.	Requirement	Importance (O/H/M/L)	Describe
G 59	<p>The Contractor shall, in SSA-T Appendix 6, provide names and brief resumes (CV) of proposed consultants. It should specify who is the employer of the consultants. The Contractor shall also provide a brief description of each proposed consultant's role and expertise in:</p> <ul style="list-style-type: none"> <li>The offered specialist system</li> <li>Relevant project experience</li> </ul> <p>References (contact person, role and contact information) on the proposed personnel must be available on Customer's requests</p>	H	D
G 60	The Contractor shall verify, in SSA-T Appendix 2A2, that any costs for the Customer by any change of the Contractor's personnel, are to be covered by the Contractor. This includes time spent on transfer of competence between exiting and entering personnel.	H	
G 61	The Contractor shall guarantee the availability of the offered personnel, as far as its	H	

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<p>right as an employer or through contractual relationships with sub-contractors.</p> <p>The offered personnel can only be replaced if the Customer accepts a replacement. People with similar or better qualifications must be guaranteed.</p> <p>Please confirm in SSA-T Appendix 2A2.</p>		
G 62	<p>The Customer requires that the Contractor documents competence of proposed personnel for services to be provided as part of the Customization Agreement (SSA-T) during the entire contract period.</p> <p>Please confirm in SSA-T Appendix 2A2.</p>	H	
G 63	<p>The Contractor shall use the English, Norwegian or another Scandinavian language in contact with the Customer. Please confirm in SSA-T Appendix 2A2.</p>	H	
G 64	<p>The Contractor shall, in SSA-T Appendix 2A1, describe its availability on workdays from 08:00 to 16:00 (Norwegian time) and outside these hours from the implementation of the offered specialist system until the end of the warranty, see SSA-T.</p>	M	D

## 11 Test and Acceptance

Test and acceptance are to be conducted in accordance with the SSA-T, with the additions and clarifications set out in other documents to SSA-T. The result of the requirements of this section shall be given in SSA-T Appendix 5.

The test will be conducted according to the Contractor's test program/plan.

### 11.1 Customer's requirements for the Contractor testing

No.	Requirement	Importance (O/H/M/L)	Describe
G 65	<p>The Contractor tests shall include at least the tests specified in clause 2.3.8 (SSA-T). Please confirm in SSA-T Appendix 2A2.</p>	H	
G 66	<p>The Contractor shall in SSA-T Appendix 5 describe the test program.</p> <p>The Contractor should provide recommended functionality and performance tests, including required base line data to be used, both for the first time installation and for the following updates and upgrades.</p> <p>The Contractor shall as part of this giving the Customer access to:</p> <ul style="list-style-type: none"> <li>• The Contractor's test plan, test scenarios, test equipment and test reports including</li> </ul>	H	D



*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	results.		
G 67	The Contractor shall provide test data to its own tests unless it is explicitly agreed that the Customer shall provide this. Please confirm in SSA-T Appendix 2A2.	H	
G 68	The Contractor shall provide solution for the anonymization of test data based on data from the Customer database. The solution may also be used in the Customer's acceptance test. Please confirm in SSA-T Appendix 2A2.	H	
G 69	The Contractor must have a responsible person which must, for the Customer: <ul style="list-style-type: none"> <li>• Ensure that the Contractor's deliveries are in accordance with this document.</li> <li>• Have overall responsibility for all tests to be performed by the Contractor and documented in accordance with this document.</li> <li>• Assess reported errors in collaboration with developer, testers, and test managers.</li> <li>• Ensure that the reported errors are corrected and delivered as soon as possible.</li> <li>• Maintain regular dialogue with the Customer's test manager in relation to the follow-up of issue-reporting.</li> </ul> Please confirm in SSA-T Appendix 2A2.	H	

## 11.2 Customer acceptance test - Clarifications and preconditions

No.	Requirement	Importance (O/H/M/L)	Describe
G 70	Customer acceptance tests takes place according to the SSA-T with paragraphs in section 2.4.3, 2.4.4 and 2.4.5 as described in SSA-T Appendix 8. Please confirm in SSA-T Appendix 2A2.	H	
G 71	Customer may choose to execute the non-functional tests regarding volume, capacity, and response time during the approval period. Please confirm in SSA-T Appendix 2A2.	H	
G 72	The Contractor shall, in SSA-T Appendix 5, describe the use of test tools and the Customer's access to these.	H	D
G 73	The Customer's classification of errors is crucial for handling error. If the Contractor disagrees with the Customer's classification of errors, and this is not settled by negotiation between the parties, the matter shall be submitted to an independent	H	

No.	Requirement	Importance (O/H/M/L)	Describe
	expert according to Agreement chapter 16 (SSA-T). Until the issue is resolved, the Customer classification is valid. This also applies for the approval period. Please confirm in SSA-T Appendix 2A2.		

## 12 Administrative provisions

### 12.1 Administrative requirements

The Customer and Contractor shall establish parallel and cooperating project organizations seen in relation to the responsibilities. In this way, the scene is set for the communication, activities, and responsibilities are handled in an orderly manner.

The Contractor shall, in SSA-T Appendix 6, describe how an implementation project with your own and your resources can be organized. The requirements for participation by the Customer must also be explained. Details of the Customer's effort in the project are described in SSA-T Appendix 4, i.e. responsibility per activity.

No.	Requirement	Importance (O/H/M/L)	Describe
G 74	The Contractor shall, in SSA-T Appendix 6, provide a complete presentation of how the Contractor intends to organize and staff the implementation of the offered solution, including Contractor and Customer resources.	H	D
G 75	The Contractor confirms that they will work with the Customer and any of the Customers external third parties to the extent that Customer considers this necessary in relation to the execution or termination of this agreement. Please confirm in SSA-T Appendix 2A2.	H	
G 76	The Contractor shall assume that the introduction of the solution is to be carried out on Customer premises. Any deviation from this must be agreed upon in writing by the Customer. Please confirm in SSA-T Appendix 2A2.	H	
G 77	The Contractor shall, in SSA-T Appendix 6, provide delivery management and other delivery contact person(s) for the Contractor. These should be responsible for the delivery, management and administration of this agreement.	H	D
G 78	The Contractor shall provide a person who has overall responsibility for the agreements entered into with the Customer. The Contract owner for the Contractor shall have the necessary authority on behalf of the Contractor. The responsible person is to be specified in SSA-T Appendix 6.	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
G 79	The Contractor shall, in SSA-T Appendix 4, specify which project activities that any subcontractors will perform. It should also be stated number of hours for each subcontractor's planned efforts.	M	D
G 80	The Customer shall have full access to the Contractor's agreements with potential subcontractors, except business secrets between the prime contractor and subcontractors. Please confirm in SSA-T Appendix 2A2.	H	
G 81	The Customer and the Customers service provider must approve all subcontractors that are given access directly or indirectly to the system installed in the Customers technical platform. Please confirm in SSA-T Appendix 2A2.	H	
G 82	Each party shall initially cover the cost of complying with legal rulings applicable to the party and its operations. Please confirm in SSA-T Appendix 2A2.	H	
G 83	The Contractor shall not distribute/make available information/data to third parties without written approval from the Customer in each case. Please confirm in SSA-T Appendix 2A2.	H	

## 13 Total price and pricing provisions

All prices for offered software and related services are to be specified in SSA-T Appendix 7 where not otherwise specified, prices are to be stated in NOK excluding VAT.

### 13.1 License fees for production of clinical treatment plans at OUS

License fees are to be given in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 84	The Contractor shall provide, in SSA-T Appendix 7, a specification of license fees <ul style="list-style-type: none"> <li>As a site license for complete solution</li> <li>As a site license per adherent functionality group</li> </ul> <p>A site license means a fixed price (purchase price) that gives OUS access to use the system freely within their organization. See SSA-T Appendix 1C Technical Requirements, Chapter 2 Scalability and performance for the number of users and</p>	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<p>volume of this site license shall cover.</p> <p>The site license shall meet all requirements of the SSA-T and related documents i.e. standard functionality and additional development covered by the license. Software included in the site license shall be described by the Contractor in SSA-T Appendix 7.</p>		
G 85	<p>The Contractor should, in SSA-T Appendix 7, also give alternative license fee models.</p> <p>Suggestions of license fee model:</p> <ul style="list-style-type: none"> <li>• Fixed or variable price per user</li> <li>• Fixed or variable price per work space</li> <li>• Fixed or variable price per adherent functionality group</li> <li>• Volume model based on treatment plans approved for clinical use</li> </ul> <p>The Contractor can also describe other license fee models.</p>	H	D
G 86	<p>The Customer currently has rights to use various systems and possibly some parts of the requested solution. It is assumed that the Contractor provides a complete solution. It is not desirable to have acquired additional rights/licenses that overlap with those that the Customer already has. The Contractor shall, in SSA-T Appendix 7, take into account when pricing the offered solution, allowing the user rights the Customer already acquired, not priced again in the offer. The Contractor must show, in SSA-T Appendix 7, where the Customer already have valid rights/licenses, see SSA-T Appendix 1 - Attachment 2 - Existing environment.</p>	H	D
G 87	<p>The Contractor shall verify, in SSA-T Appendix 2A2, that the agreement on site license may be renegotiated in the event of major restructuring / organizational changes in OUS. The Customer has the right to transfer a proportional number of licenses to any departments split out from old departments.</p>	H	
G 88	<p>For any eventual need to purchase new modules/licenses by the Customer, it shall, in SSA-T Appendix 7, be stated whether the provider offers a discount (x percent of list price) of the purchase.</p>	M	D

## 13.2 License fees for training of health personnel at OUS

License fees are to be given in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 89	<p>The Contractor shall provide, in SSA-T Appendix 7, a specification of license fees</p> <ul style="list-style-type: none"> <li>• As a site license for complete solution</li> <li>• As a site license per adherent functionality group</li> </ul>	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<p>A site license means a fixed price (purchase price) that gives OUS access to use the system freely within their organization. See SSA-T Appendix 1C Technical Requirements, Chapter 2 Scalability and performance for the number of users and volume of this site license shall cover.</p> <p>The site license shall meet all requirements of the SSA-T and related documents i.e. standard functionality and additional development covered by the license. Software included in the site license shall be described by the Contractor in SSA-T Appendix 7.</p>		
G 90	<p>The Contractor shall, in SSA-T Appendix 7, also give alternative license fee models.</p> <p>Suggestions of license fee model:</p> <ul style="list-style-type: none"> <li>• Fixed or variable price per user</li> <li>• Fixed or variable price per work space</li> <li>• Fixed or variable price per adherent functionality group</li> <li>• Volume model based on treatment plans approved for clinical use</li> </ul> <p>By giving only variable costs, the Customers reserve the rights to add an extra risk-buffer on these prices, for the purpose of evaluation of the tender.</p> <p>The Contractor can also describe other license fee models.</p>	H	D
G 91	<p>The Contractor shall verify, in SSA-T Appendix 2A2, that the agreement on site license may be renegotiated in the event of major restructuring / organizational changes in the training organization at OUS.</p>	H	
G 92	<p>For any eventual need to purchase new modules/licenses by the Customer, it shall, in SSA-T Appendix 7, be stated whether the provider offers a discount (x percent of list price) of the purchase.</p>	M	D

### 13.3 License fees for hospitals with 1-3 treatment machines (optional)

This option will potentially be used by Hospital of Southern Norway Trust (Sykehuset Sørlandet HF).

License fees are to be given in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 93	<p>The Contractor shall provide, in SSA-T Appendix 7, a specification of license fees</p> <ul style="list-style-type: none"> <li>• As a site license for complete solution</li> </ul>	H	D

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
	<ul style="list-style-type: none"> <li>As a site license per adherent functionality group</li> </ul> <p>A site license means a fixed price (purchase price) that gives the Contracting Authority access to use the system freely within their organization.</p>		
G 94	<p>The Contractor shall, in SSA-T Appendix 7, also give alternative license fee models.</p> <p>Suggestions of license fee model:</p> <ul style="list-style-type: none"> <li>Fixed or variable price per user</li> <li>Fixed or variable price per work space</li> <li>Fixed or variable price per adherent functionality group</li> <li>Volume model based on treatment plans approved for clinical use</li> </ul> <p>The Contractor can also describe other license fee models.</p>	H	D

### 13.4 License fees for proton therapy treatment planning for other hospitals in Norway (optional)

This option will potentially be used by St. Olavs Hospital and University Hospital of North Norway (UNN HF).

License fees are to be given in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 95	<p>The Contractor shall, in SSA-T Appendix 7, also give license fees for a functionality group necessary for treatment planning of proton therapy.</p> <p>Suggestions of license fee model:</p> <ul style="list-style-type: none"> <li>Fixed or variable price per user</li> <li>Fixed or variable price per work space</li> <li>Fixed or variable price per adherent functionality group</li> <li>Volume model based on treatment plans approved for clinical use</li> </ul> <p>The Contractor can also describe other license fee models.</p>	H	D

### 13.5 Additional Development / adaptation

*SSA-T Appendix 1A General requirements*

No.	Requirement	Importance (O/H/M/L)	Describe
G 96	In SSA-T Appendix 7 it shall be stated the price for additional developments not covered by the license. It applies to requirements where the Contractor has checked the box for additional development/adaptation in SSA-T Appendix 2A2, 2B2 and SSA-T Appendix 2C2 that are not included in the license. Price shall be specified per requirement, or it may be a group of requirements (the Contractor must specify which requirements) covered by the same additional development/adaptation. Both fixed and variable costs must be stated.	H	D

### 13.6 Introduction of solution

No.	Requirement	Importance (O/H/M/L)	Describe
G 97	The Contractor shall, in SSA-T Appendix 7, provide a complete representation of all prices charged for the introduction of the offered specialist system.	H	D
G 98	The Contractor shall, in SSA-T Appendix 7, provide prices for integrations and/or connection of Medical Equipment in SSA-T Appendix 7. This is further described in SSA-T Appendix 1B, SSA-T Appendix 1C and in SSA-T Appendix 1 - Attachment 2 - Existing environment.	H	D
G 99	The Contractor shall, in SSA-T Appendix 7, provide fixed or variable prices for integrations offered from the specialist system to other systems, including integrations asked for as part of the Customers' requirements. The individual prices shall cover all work with the development, testing, approval of the integration.	H	D

### 13.7 Training

No.	Requirement	Importance (O/H/M/L)	Describe
G 100	In SSA-T Appendix 7, the Contractor shall provide prices for the offered training as described in SSA-T Appendix 1A. Price for training to be given as a single price per person for up to six (6) participants.	H	D
G 101	Price for total recommended training for target-group 1 – 4 is to be priced in SSA-T Appendix 7.	H	D

## 13.8 Infrastructure - hardware and system software

No.	Requirement	Importance (O/H/M/L)	Describe
G 102	<p>If the Contractor considers it necessary for the Customer to acquire hardware and/or software for the full utilization of the offered specialist system, the Contractor shall specify and price this in SSA-T Appendix 7.</p> <p>The Contractor must price separately:</p> <ul style="list-style-type: none"> <li>hardware and/or software for clinical production of clinical treatment plans at OUS</li> <li>hardware and/or software for training of health personnel at OUS</li> </ul> <p>The Customer reserve the right to obtain their own prices for the necessary hardware and system software for the offered solution. See SSA-T - Appendix 3.</p>	H	D

## 13.9 Hourly rates

In SSA-T Appendix 7, hourly rates are to be stated in the specified table.

No.	Requirement	Importance (O/H/M/L)	Describe
G 103	The Contractor shall, in SSA-T Appendix 7, provide hourly rates for competency areas specified in the table for hourly rates.	H	D
G 104	The Contractor shall verify, in SSA-T Appendix 2A2, that hourly rates in SSA-T Appendix 7 applies to options and any change request.	H	

## 13.10 Travel expenses

In SSA-T Appendix 7, travel costs are to be stated in the specified table.

No.	Requirement	Importance (O/H/M/L)	Describe
G 105	<p>The Contractor shall, in SSA-T Appendix 7, specify travel expenses..</p> <p>Travel and accommodation expenses between Contractor and Customer locations in Oslo and Akershus are not refundable.</p> <p>Estimated costs of the specified implementation projects related to transport and daily allowances as well as criteria for when these charges start, is to be declared in</p>	H	D



SSA-T Appendix 1A General requirements

No.	Requirement	Importance (O/H/M/L)	Describe
	SSA-T Appendix 7.		

## 13.11 General Price requirement and payment terms

The payment terms are to be stated in SSA-T Appendix 7.

No.	Requirement	Importance (O/H/M/L)	Describe
G 106	<p>The Contractor confirms, in SSA-T Appendix 2A2, that all prices are included in SSA-T Appendix 7. Prices must cover all requirements in SSA-T, including appendices.</p> <p>Prices must be given so that they cover all functionality in the specialist system and all other necessary software. The appendix will contain a description of the prices, and any explanation of what is assumed for the various cost elements.</p>	H	
G 107	<p>It will only be paid for one installation/license of solutions. Multiple versions of courses, development and test databases, and test environment shall be included in the prices that are presented. Please confirm in SSA-T Appendix 2A2.</p>	H	
G 108	<p>Developed functionality is only paid for once. This means that the functionality or integration solutions developed by the Contractor and paid for by the Customer must be made available to all the Customer departments that are part of this Agreement. These include integration interface, the Custom development, change requests and new functionality.</p> <p>Please confirm in SSA-T Appendix 2A2.</p>	H	
G 109	<p>In the event of a change in corporate structure/departments in the OUS, the cost of acquiring and maintaining the offered solution should be proportional to the new department's size (person count) compared to the departments already covered in this agreement. Please confirm in SSA-T Appendix 2A2.</p>	H	
G 110	<p>The Contractor shall verify, in SSA-T Appendix 2A2, the Payment Plan in Appendix 7.</p>	H	

## 14 Attachments

Attachment 2 Existing environment