



Broadcast Control System (BCS)

NRK 2023-1264

SSA-T Appendix 4 – Project and progress plan

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1 INTRODUCTION

This Appendix contain the Contractor’s project and progress plan for the deliverables as specified by the Customer in SSA-T Appendix 1 and described by the Contractor in SSA-T Appendix 2.

The description must be sufficiently detailed so that the Customer can prepare and provide the specified competence and capacity at the specified time.

Text inserted by the Contractor should be marked with blue font.

Note: the remaining descriptions of this Appendix will be clarified during the negotiation phase.

2 PROJECT AND PROGRESS PLAN (CLAUSE 2.1.1)

An overall project and progress plan for the delivery of the Contractor shall be included in the table below.

| Stage | Milestone | Date |
|-------------|---|--------|
| v0.5 | M1: Approval of the detailed specification (Clause 2.2.2) | [Date] |
| | M2: Acceptance test approved (Clause 2.4.6) | [Date] |
| | M3: Delivery date (Clause 2.5.3) | [Date] |
| v1.0 | M1: Approval of the detailed specification (Clause 2.2.2) | [Date] |
| | M2: Acceptance test approved (Clause 2.4.6) | [Date] |
| | M3: Delivery date (Clause 2.5.3) | [Date] |
| v2.0 | M1: Approval of the detailed specification (Clause 2.2.2) | [Date] |
| | M2: Solution ready for acceptance test (Clause 2.4.2) | [Date] |
| | M3: Delivery date (Clause 2.5.3) | [Date] |

The Contractor must notify NRK of any unforeseen events or information the Contractor is or should become aware of, where the Contractor understands or should have understood that the information is relevant for concluding the project. Examples of such events or information is delays, errors, changes in functionality, lack of integrations or missing regulatory requirements.

If the Contractor has concerns related to commitments, responsibilities, functionality or scope of the delivery, the Contractor must notify NRK and present and discuss the concerns with NRK representatives. Examples of such concerns include, but are not limited to functionality prioritizations, delivery milestones or other challenges relevant for the delivery.

The Contractor acknowledges that NRK is not a professional IT Customer, and that NRK does not have the resources or competence to assist the Contractor beyond what has been described in the agreement. The Contractor acknowledges the responsibility for the progress in the project, and for delivering the project within the agreed cost and time restraints.

Contractor’s response:

3 PARTIAL DELIVERIES (CLAUSE 2.1.4)

If partial deliveries are to be used, this shall be described in more detail here.

If an overall specification for all of the deliverables, which shows how the combination of the partial deliveries satisfies the overall scope of delivery pursuant to the Agreement, shall not be prepared as part of the specification phase for the first partial delivery, the alternative specification model shall be specified here.

If the approval period shall not be one (1) month for each partial delivery and two (2) months in connection with the final partial delivery as specified in the contractual wording, this shall be stated here.

If one or more partial deliveries shall be exempt from the combined testing, this shall be stipulated here.

4 PREPARATION OF A DETAILED SPECIFICATION (CLAUSE 2.2.1)

If the detailed specification shall contain components other than those set out in the Agreement's clause 2.2.1, the Customer shall state this here.

The specification work shall be performed in accordance with the routines and guidelines the Customer has stipulated in SSA-T Appendix 1, or has stipulated that the Contractor must produce. The routines and guidelines shall be inserted here in SSA-T Appendix 4.

If the Customer is unable to send people to meetings who have the expertise necessary to discuss questions of significance concerning alternatives for the solution, this shall be stated here.

5 DELIVERY AND APPROVAL OF THE DETAILED SPECIFICATION (CLAUSE 2.2.2)

A final detailed specification, cf. clause 2.2.1, and a complete project and progress plan for the deliverables, cf. clause 2.1.1, shall be handed over to the Customer, for final review and approval by the deadlines set out here.

If a deadline for considering the documents has been agreed that differs from that stipulated in the Agreement's clause 2.2.2, this shall be stated here.

6 DOCUMENTATION (CLAUSE 2.3.6)

Documentation to which access shall be given pursuant to the Agreement's clause 2.3.6 shall be handed over by the deadline(s) stated here.

7 TRAINING (CLAUSE 2.3.7)

If training forms part of the deliverables, the date(s) for the training shall be specified here.

8 PERFORMANCE OF THE CUSTOMER ACCEPTANCE TEST (CLAUSE 2.4.5)

The acceptance test shall be commenced and completed in accordance with the description in SSA-T Appendix 5 and deadlines as per the project and progress plan.

9 COMMISSIONING (CLAUSE 2.4.7)

The schedule for preparing for commissioning is set out here.

10 USE OF SUBCONTRACTORS (CLAUSE 5.3)

Subcontractors that are approved shall be specified here.

11 LIQUIDATED DAMAGES IN THE CASE OF DELAY (CLAUSE 11.5.2)

Deadlines other than the agreed detailed specification approval date, solution ready for acceptance test date, acceptance test approval date, and delivery date and that can trigger liquidated damages shall be stated here.

If liquidated damages, a calculation basis or other periods for liquidated damages deviate from what is stipulated in the Agreement's clause 11.5.2, this shall be stated here.

If it has been agreed that total liquidated damages may exceed 15 per cent of the contract price, the Customer shall specify this here.