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**Operational support and maintenance – Ferde Toll Collection systems**

**SSA-V, Appendix 4**

**Project and progress plan for the establishment phase**

# Introduction

This appendix describes the project for the establishment of the maintenance services, also called the establishment project, as well as an overall progress plan.

## Instructions for the Supplier’s response

As part of its offer, contractor shall complete this appendix. The description shall at a minimum contain the following:

1. A progress plan for the establishment project that shows all important activities and responsibilities.
2. Organization of the project; roles and expertise.
3. Description of the proposed establishment project.
4. Specific requirements of the Customer when establishing the Services.
5. Description of the Supplier's project methodology.
6. The supplier's proposed acceptance tests (the customer shall prepare the final test criteria and test schedule).

The Overall Progress Plan shall express necessary activities and milestones for establishing the Services and contain schedule as well as clearly display contractor's responsibilities and customer responsibility.

A chapter structure has been proposed, but it is not a requirement that the Supplier should follow this structure in the Appendix. In some chapters, the Customer has filled out proposals for text, but this should be reviewed, complemented and adjusted by Supplier.

# Overall progress plan

The following table lists some main tasks/milestones that are expected to be included in a parent progress plan for the establishment project.

< Supplier’s response >

| **Milestone/ Activity** | **Milestone names/Important activities** | **Responsible** | **Participation** | **Tentativ plan** |
| --- | --- | --- | --- | --- |
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# Project for the establishment of the services

## Responsibility and organization

< Supplier’s response >

## Project organization

< Supplier’s response >

## Supplier’s key personnel for the establishment project

The following personnel are categorized by Supplier as key personnel in connection with the establishment of the Maintenance Services:

| **Name** | **Role** | **Comment** |
| --- | --- | --- |
| <> | <Experience/expertise/certification> | <> |
| <> | <Experience/expertise/certification> | <> |

## Customer's responsibility in the establishment project

< Supplier’s response >

# Planning and implementation of the establishment project

< Supplier’s response >

# Customer acceptance test

< Supplier’s response >

# Startup

< Supplier’s response >

# About Supplier’s Project Methodology

< Supplier’s response >