

COMPLIANCE MATRIX

Open Call for Tenders for the provision of a system for the DIGITAL PRESERVATION OF THE HISTORICAL ARCHIVES of the EUROPEAN UNION

This document is a compliance matrix. The compliance matrix is a tool used to ensure that the proposal responds to and complies with all RFP technical requirements.

The requirement numbers in column *Requirements #* correspond to the equivalent section in the RFP.

For each requirement, the bidder must indicate if its proposal is fully or partially compliant. In case of partial compliance a short explanation of the reason and a reference to the details present in the RFP must be given in the last column (*Reason for partial compliancy*)

An RFP with one or more requirement marked as partially compliant - in particular if no clear explanation is offered - may be excluded from the tender before entering in the evaluation phase (assignment of score).

The matrix must be 100% filled in: An RFP with one or more requirements without indication on the level of compliance will be excluded from the evaluation.

Requirement #	Fully compliant [Y/N]	Partially compliant [Y/N]	Reason for partial compliancy
General Requirements			
2.4.1			
2.4.2			
2.4.3			
2.4.4			
2.4.5			
2.4.6			
2.4.7			
2.4.8			
2.4.9			
2.4.10			

Annex F (Compliance matrix) **ENVELOPE 1**

2.4.11			
2.4.12			
2.4.13			
2.4.14			
2.4.15			
2.4.16			
2.4.17			

Application environment and platform			
2.5.1			
2.5.2			
2.5.3			
2.5.4			
2.5.5			
2.5.6			

Required application functionalities			
2.6.1			
2.6.2			
2.6.3			
2.6.4			
2.6.5			
2.6.6			
2.6.7			
2.6.8			
2.6.9			
2.6.10			
2.6.11			
2.6.12			
2.6.13			
2.6.14			
2.6.15			
2.6.16			
2.6.17			

Data model			
2.7.1			
2.7.2			
2.7.3			

Annex F (Compliance matrix) **ENVELOPE 1**

2.7.4			
2.7.5			
2.7.6			
2.7.7			
2.7.8			
2.7.9			
2.7.10			
2.7.11			
2.7.12			
2.7.13			
2.7.14			
2.7.15			
2.7.16			
2.7.17			

Preservation workflow			
2.8.1			
2.8.2			
2.8.3			
2.8.4			

The Submission Process			
2.9.1			
2.9.2			
2.9.3			
2.9.4			
2.9.5			
2.9.6			
2.9.7			
2.9.8			
2.9.9			
2.9.10			
2.9.11			
2.9.12			

The Archiving process			
2.10.1			
2.10.2			
2.10.3			

Annex F (Compliance matrix) **ENVELOPE 1**

2.10.4			
2.10.5			
2.10.6			
2.10.7			
2.10.8			
2.10.9			
2.10.10			
2.10.11			
2.10.12			
2.10.13			
2.10.14			

The Access process			
2.11.1			
2.11.2			
2.11.3			
2.11.4			
2.11.5			
2.11.6			

The Export proces			
2.12.1			
2.12.2			

Project guidelines			
3.1.1			
3.1.2			
3.1.3			
3.1.4			
3.1.5			
3.1.6			
3.1.7			
3.1.8			
3.1.9			
3.1.10			
3.1.11			

Environment & design constraints			
3.2.1			

Annex F (Compliance matrix) **ENVELOPE 1**

3.2.2			
3.2.3			
3.2.4			
3.2.5			

Application administration			
3.3.1			
3.3.2			
3.3.3			
3.3.4			
3.3.5			
3.3.6			
3.3.7			
3.3.8			
3.3.9			
3.3.10			
3.3.11			
3.3.12			
3.3.13			

Maintenance, support			
3.4.1			
3.4.2			
3.4.3			

Transcripts, Reporting, Statistics			
3.5.1			
3.5.2			
3.5.3			
3.5.4			
3.5.5			