

Technical requirement specifications that regulate the provision of software and the associated services that accompany, through the dynamic purchasing system for the Entities that form the purchasing group.

Barcelona, on the date of the electronic signatures

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1. Context of the dynamic system for the purchasing of software and associated services

1.1. Participating entities

This tender establishes the procedure for the supply of software licenses and associated basic services based on supplier accreditation through a dynamic purchasing system (hereinafter DPS) for the subsequent processing of specific contracts based in the DPS.

The object of the contract, the division into categories and the participating Entities are those indicated in Letter "A.1 Object of the contract and categories" of the Characteristics Table of the Specific Administrative Clauses.

- Universitat de Barcelona (UB)
- Universitat Autònoma de Barcelona (UAB)
- Universitat Politècnica de Catalunya (UPC)
- Universitat Pompeu Fabra (UPF)
- Universitat de Lleida (UdL)
- Universitat de Girona (UdG)
- Universitat Rovira i Virgili (URV)
- Universitat de Vic-Universitat Central de Catalunya (UVic-UCC)
- Fundació Universitat Oberta de Catalunya (UOC)
- Universidad de Alcalá (UAH)
- Universidad Complutense de Madrid (UCM)
- Universidad Rey Juan Carlos (URJC)
- Escola Superior de Comerç Internacional (ESCI-UPF)
- Consorci de Serveis Universitaris de Catalunya (CSUC)

The Specification of Administrative Contract Clauses identifies Group B as the entities that have the option to join the DPS at a later stage.

This DPS provides for the purchasing of software licenses for educational, teaching, non-profit research, and administrative use.

- By educational use we understand when the software is used to teach classes or carry out internships at the Entity's facilities.
- By educational use we understand when the licenses are used by students to carry out internships outside the Entity's facilities.

- By non-profit search use we understand when the licenses are used to carry out non-profit research tasks.
- By administrative use we understand when the licenses are used for administrative use, normally by the administration and services personnel of the participating Entities.

Subsequently, in the establishment of the DPS, each of the Entities, according to their software provision needs and within the DPS, will make requests for offers to the accredited providers and will articulate the corresponding specific contracts in each case.

The Entities may choose to have the licenses owned, with or without maintenance, or in rental mode. The specific contracts may include services associated with the software such as: training, parameterization, consultancy or support.

1.2. Structure in categories of the DPS.

The tender is structured in three categories:

- **Category 1:** Supply of software for productivity, communication, collaboration, and digital content management.
- **Category 2:** Supply of software for the management of ICT infrastructure, computer security and software development.
- **Category 3:** Supply of software for processes associated with teaching, research and administrative activities in universities and research centres.

2. General requirements of the DPS.

2.1. Software and associated services supported.

As a rule, the software and associated services are those included in the following CPV:

- 48000000 Software packages and information systems.
- 72260000 Services related to software.

Software and associated services that are already included in another framework agreement or DPS currently in effect for participating entities will not be included in this DPS. Additionally, entities that already have these software products under contract may not enter specific software contracts under this DPS.

2.2. Classification of software in categories.

To structure the software within the DPS, three categories are established in which providers may be accredited according to the conditions established in the specification of administrative contract, and from which the participating Entities may process specific contracts for the software and associated services that they require. The same manufacturer and/or software may be tendered in one category or another depending on the use that the Entity makes of it.

The categories are described below and, for each category, a reference list of products and manufacturers in the category is included. This list is not restrictive, it only has the function of guiding the category, as a reference for the market to be accredited, and as a reference for the participating Entities to publish the specific contracts. The definition of the category is the one that determines the manufacturers and/or software that it can include.

Category 1. Supply of software for productivity, communication, collaboration and digital content management.

This category includes software for individual or group productivity, communication, collaboration, business intelligence, data analysis, and the creation and management of digital content. Below is the ORIENTATIVE list of software in the category.

Maker	Product
Adobe	Adobe Pro
Fresh	Fresh
Autodesk	autocad
canvas	canvas
catia	3D experience
cisco	webex
coreldraw	coreldraw
ESRI	arcgis
Google	Workspace
liferay	liferay
microstrategy	microstrategy
OpenText	Documentum
PTC	PTC Crepe
Qlikview	Qlikview

Category 2. Supply of software for the management of ICT infrastructure, computer security and software development.

This category includes software for monitoring, backup, and security of information systems, as well as operating systems, databases and programming languages. Below is the ORIENTATIVE list of software in the category.

Maker	Product
AC	CA ApiGateway
cisco	Cisco MDS
claris	Filemaker
ESET	ESET Protect
F5	big-ip
Flexera	AdminStudio
fortinet	IDS WAF AV PROXY
Google	Google Cloud Platform
IBM	red hat
IBM	informix
net app	Cloud Manager
NetiQ	Sentinel
open suse	linux suse
sophos	Intercept x Endpoint
Team Viewer	Team Viewer
Trendmicro	internet security
uipath	uipath
veeam	Veeam Backup
vmware	VWware vSphere

Category 3. Supply of software for processes associated with teaching, research and administrative activities in universities and research centres.

This category includes software for subjects, degrees, faculties, doctorates, administration and, in general, for educational or administrative purposes, by all units within universities and research centres. Software for teachers, students or by the administration of the Entities. Below is the ORIENTATIVE list of software in the category.

Maker	Product
Atlas.ti	Atlas.ti
ansys	ansys
aspen	aspen
Blackboard	ally
brainexplorer	brainexplorer
chemoffice	ChemOffice
comsol	comsol
Crystallmaker	Crystallmaker
datacamp	datacamp
davinci	Davide Resolve 15
didapages	didapages
Econometric	Econometric Views
Endalia	Endalia
F4 transcription	F4 transcription
FRAGSTATS	FRAGSTATS
HecGeoHMS	HecGeoHMS

IBM	IBM SPSS
Indra	Editran
Intelliboard	Intelliboard
LigandScout	LigandScout
National Ins	lab view
MATHS FOR MORE, SL	Wiris
paradigm	GOCAD
pixelware	Electronic Contracting Platform
pluralsight	pluralsight
QSR International	LIVE
Rhinoceros	rhino
SAP	SAP ERP, CRM...
SAS	SAS Educational Analytical Suite
TreeView	TreeView
Universitas XXI	Universitas XXI Research Module
vimeo	vimeo
wolfram	Mathematica
xlstat	xlstat

2.3. Report of purchases made through the DPS.

The successful bidders will have to provide the CSUC and participating Entities with detailed information on the volume of purchases made in their company every six months, indicating the Entity that has made them, the software delivered, or the service associated with it, date of delivery, version, number of licenses/hours of service, unit, and total price.

This information will be provided to the CSUC and the participating Entities between July 15 and 30 and between January 15 and 30 of each year, as well as at other times if the CSUC or the participating Entities so require. The minimum information that these reports will include is:

- Supply company.
- Maker.
- Entity.
- Operation date.
- Type of operation: purchase, rental, maintenance, or service.
- Software code (if it has a unique identification from the manufacturer).
- Brief description of the software or service.
- Number of licenses or hours.
- Type of units: users, hours, servers.
- Unit amount without taxes.
- Total amount without taxes.
- Total amount with taxes.

2.4. Stability and technological update of the offer

During the period of validity of the DPS, the participating Entities may carry out specific contracts for the categories of products and associated services according to the rules of the administrative specifications of the tender.

2.5. Supply conditions

The winners of a specific contract will supply the software in accordance with the delivery conditions determined by the Entity with which the contract has been signed. The Entity will not assume any responsibility for the software that the provider may have sent until the person indicated as authorized by the Entity has properly received the content of the order. In particular, the costs resulting from non-compliance with the conditions indicated in the contract or from non-compliance with the instructions that the Contracting Entity has communicated to that effect will be borne by the successful bidder.

If a software use license is being supplied, the delivery of the original license certificate from the software manufacturer will be mandatory.

If services associated with the software are being provided, a document signed by the person responsible for the service of the Participating Entity will be necessary, indicating the hours of service performed.

3. Services object of the tender

Bidders will have to offer compulsorily:

- The provision of licenses in purchase mode, if applicable.
- The provision of licenses in rental mode, if applicable.
- A list of additional services as described below, in point 3.1. Additional services of obligatory offer.

Bidders may optionally offer:

- A list of additional services as described below, in point 3.2. Optional offer additional services.

3.1. Additional services of mandatory offer

The services that the bidder must offer are the following:

- Version update service in the first year.

- Version update service from the first year.

The version update service applies in the case of license purchase, since in the case of license rental it must be included as part of the rental.

The DPS allows the purchasing of version update service from the first year for licenses that the participating Entities have and have been acquired prior to the DPS.

3.2. Optional offer additional services

The services that are optional and that, therefore, bidders have no obligation to offer are:

1. Consultancy
2. Training.
3. Technical support.
4. Configuration, parameterization, and installation.
5. Manufacturer support.

When the bidder, because of a specific contract from an Entity, submits a proposal for these services, he must deliver to the Entity the corresponding manufacturer's certificate that demonstrates his ability to offer them.

3.2.1. Consultancy

Bidders may offer, for the software for which they submit a proposal, the possibility of acquiring packages of hours of the Consulting Service.

Bidders will indicate a single maximum price, remotely, per hour and during business hours for this service. Entities may also request this service in person and in which case accredited providers will include additional travel costs in their proposals.

3.2.2. Training

Bidders may offer, for the software covered by this DPS, the possibility for Entities to contract specific training certified by the software manufacturers of the different lots.

Bidders will indicate a single maximum price, remotely, per hour and during business hours for this service. Entities may also request this service in person and in which case accredited providers will include additional travel costs in their proposals.

3.2.3. Technical support

Bidders may offer, for the software for which they submit a proposal, the possibility of acquiring packages of technical support service hours.

Bidders will indicate a single maximum price, remotely, per hour and during business hours for this service. Entities may also request this service in person and in which case accredited providers will include additional travel costs in their proposals.

3.2.4. Installation, configuration, and parameterization

Bidders may offer, for the software object of this DPS, the installation, configuration, and parameterization service.

Bidders will indicate a single maximum price, remotely, per hour and during business hours for this service. Entities may also request this service in person and in which case accredited providers will include additional travel costs in their proposals.

3.2.5. Support level 3 from the manufacturer.

The supplier must guarantee that the Entities can, if they wish, access an annual technical support service for incident management through their catalogue or the catalogue of the manufacturer of the software in question. that may occur under the service level agreements specified in the manufacturer's annual support contracts.

4. Requirements for accreditation

The requirements that must be submitted for accreditation at the time of the accreditation application are the following:

Candidates may only be accredited by the manufacturers and/or products for which they meet the requirements at the time of the accreditation request.

When a supplier is accredited for the first time in the DPS, it will be necessary to make an application for admission to the DPS categories that interest them, providing, completed, the model called PRIMERA_ACREDITACIÓ that appears on the contracting platform.

If you later want to be accredited by another category, you will need to apply for admission to the DPS category that interests you, providing, completed, the model called ACREDITACIÓ EN NOVA CATEGORIA that appears on the contracting platform.

If you later want to be accredited by a new manufacturer and/or product in a category in which you were already accredited, you must provide, completed, the form called ACREDITACIÓ EN NOU FABRICANT_PRODUCTE that appears on the contracting platform.

4.1. For the three categories:

Proof of being authorized to supply the Entities participating in this tender with the software for which they submit the accreditation request. This requirement will be accredited with a certificate issued by the manufacturer.

4.2. For the provision of services:

Candidates proposing to provide services will need to be certified to provide the services by the manufacturer of the software in question.

It will be necessary to be accredited with a certificate, from the corresponding manufacturer, stating its capacity to be able to provide the service in question (consulting, training, technical support, and installation, configuration, and parameterization).

For the provision of services, when the supplier is accredited to the DPS for the first time, he must inform of the services that he will provide by providing, completed, the model called PRIMERA_ACREDITACIÓ that appears on the contracting platform.