



INDIAN INSTITUTE OF TECHNOLOGY BOMBAY
MATERIALS MANAGEMENT DIVISION
Powai, Mumbai 400076.

Ref. PR No. 1000048978

Rfx. No. 6100002289

Item Description – Addendum to the O&M Annual Maintenance Service Contract of the SAP-ERP project at IIT Bombay

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1. Overview of the “Addendum” to the O&M Annual Maintenance Service

1.1. Details of the AMS with M/s KPMG Pvt. Ltd.

1	Declaration of the selected vendor (KPMG Pvt. Ltd.)	February 2024
2	Issuance of Purchase Order	#4300001205 dated 13 February 2024

2. Key personnel details

We require the services of Two types of SAP Subject Matter Experts (SMEs) from KPMG, these are:

1. Human Capital Management (HCM) (1 person)
2. ABAP developer (2 persons)

3. Commercial / Price Bid format

The following format is for the Commercial bid, which is also a named list of proposed team members who will be working on this project. There are 3 distinct primary resources expected to be engaged with IIT Bombay on this Addendum. Apart from these, the vendor may keep secondary/ back-up resources on stand-by.

Sr. No.	Team members	Total Person Days	Per day Rate
1	Human Capital Management (HCM) - onsite		
2	ABAP - 1 online		
3	ABAP - 2 online		

Table-1: Commercial bid format

4. Resource Allocation Plan

The following is an indicative Resource Allocation Plan to help the vendor allocate and propose specific named resources for the project. This provides a time table of how the named resources mentioned above will be deployed over the next three years across two major work profiles:

Sr. No.	Team members	Working Days	Approx. Total Person Days
1	Human Capital Management (HCM): Core	1.5 d/wk	42
2	ABAP-1	3 d/wk	84
3	ABAP-2	3 d/wk	84

Table-2: Resource allocation for the Addendum AMS for Six months from July 2025 to December 2025.

1. The Commercial Bid Value will be a sum of the costs (over a period of Six months) effective from the date of the Purchase Order.
2. If any additional services are needed over and above approx. 25% of order value the requested person day estimate, it will be charged at the same rate applicable to the service availed.

5. Payment Terms

- 5.1. The payment will be made on Quarterly arrears basis based on fulfillment of SLA parameters after adjustment of penalty (if any) due to non-compliance of Service Level Agreement.
- 5.2. Quarterly Basis Bills are to be sent to Prof. S Vijayakumaran, Head ASC, IIT Bombay, Powai, Mumbai - 400076 on a post-paid basis for onward submission to Asst Registrar (MM)
- 5.3. Payment will be made by electronic fund transfer.

6. Service Level Agreement (SLA)

6.1. SLA Definitions and Compliance clauses

All the clauses specified in the corresponding section of the original RFx No. 6100001539 & PO No. 4300001205 of the Operations & Maintenance contract signed with M/s KPMG will remain the same.

6.2. Issue Priority and Resolution Matrix

All the clauses specified in the RFx No. 6100001539 & PO No. 4300001205 of the original Operations & Maintenance contract signed with M/s KPMG will remain the same.

6.3. SLA Violations

All the clauses specified in the RFx No. 6100001539 & PO No. 4300001205 of the original Operations & Maintenance contract signed with M/s KPMG will remain the same.

7. Termination of Contract

- 7.1. This Service Order shall be governed by all the terms and conditions as contained in RFx No. 6100001539 & PO No. 4300001205 including the parameters of Service Level Agreement.
- 7.2. IIT Bombay reserves the right to withdraw/terminate the contract with the service provider in the event of breach of contract terms or service level agreement by giving 3-month notice.