Memorandum / Note

Technical Specification Expert for Business Intelligence
Call for Expertize

Technical specification to acquire services of the Expert for Business Intelligence using Call for Expertize procurement procedure.

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RO: Bartels Hans-Werner

Read Access
RO, project administrator, AD: Only-staff, AD: Division - Procurement and Contract - EXT, AD: Division - Procurement and Contract, AD: Section - Project Information System, AD: Section - Project Information System - EXT
Expert for Business Intelligence

Technical Specifications

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Version 2.0 Date: 29-October-2012

Name Affiliation

Author Robert Jober IT Section
1 Abstract

These technical specifications address the set-up of the contract via Call for Expertise to acquire services of the Business Intelligence Expert using Microsoft SQL Server Data Tools (SSDT).

2 Background and objectives

ITER Organization needs to maintain its data warehouse while integrating enterprise application systems like SAP, Primavera, Cobra, Enovia, Catia, See Visio, SharePoint and ICP. The integration and other needs are covered using Microsoft SQL Server Data Tools (Integration Services, Data Quality Services, Reporting Services, Master Data Services…).

3 Scope of Work

We are seeking a service to develop and improve support of the business intelligence which consists of business reporting, data integration, data cleaning, data warehousing and master data management.

4 Estimated duration

The service will start on 01/02/2013. The time frame for this contract is one year with an option for another year. These activities require approximately 220 working days per year.

5 Specific requirements and conditions

- The service must be rendered on-site. The contract shall be executed by one person. Splitting it into parts and sharing those between several parties or individuals is not permitted.
- The individual working on this contract shall be available full time and be based at IO site.

6 Required skills

- Sound knowledge of t-SQL language.
- Knowledge of any other programming language.
- Experience in using at least two of the Microsoft SQL Server data Tools.
- Writing technical and functional specifications.
- Good communication skills with strong orientation towards client needs.
- Ability to read user requirements.
- Demonstrated ability to use English proficiently

7 Optional skills

- Database design and modelling.
- Experience in enterprise application systems (SAP, Primavera, Cobra, See Visio, Enovia, Catia and SharePoint.
- Experience in using any of the other Microsoft SQL Server data Tools.
- Knowledge of data warehousing and/or data mining.
- Administration of SQL Server.
- Optimization of SQL queries.

8 List of deliverables and Acceptance Criteria

Monthly reporting as required according to ITER IT contractor’s rules.

9 Work Monitoring / Meeting Schedule

The progress will be monitored in weekly progress meetings by the ITER RO Robert Jober.
A monthly progress report (including time sheet) will be provided to IO each month.

10 Payment schedule / Cost and delivery time breakdown

The payment shall be granted on a monthly basis following invoicing for agreed daily rate and actual work performed. No payment shall be made before the report corresponding to the invoiced work is delivered to IO. In case of travel, the IO shall reimburse all travel costs including transportation, accommodation, and meals within the IO guidelines that apply for travel missions.

11 Quality Assurance (QA) requirement

Documentation developed as the result of this task shall be retained by the performer of the task or the DA organization for a minimum of 5 years and then may be discarded at the direction of the IO. The use of computer software to perform a safety based task or activity such as analysis and/or modelling, etc. shall be reviewed and approved by the IO prior to its use, it should fulfil IO document on Quality Assurance for ITER Safety Codes [*Quality Assurance for ITER Safety Codes (258LKL)*](#).  

12 Selection Criteria

1. Experience and quality of implementation regarding Section 6 above,
2. Price (daily rate),
3. Proposed time schedule and availability,

The pre-selection will be based on the CV(s) of the proposed person(s) delivering this service.

The final decision will be based on the interviews with the pre-selected person(s).

13 Timetable

Tentative timetable:
Call for Expertise November 2012
Contract Award January 2013
Contract Start February 2013
14 Candidature

Participation is open to all individuals, companies or consortia which are legally registered in one or more of the ITER Member States. A consortium may be either a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All member of a consortium (i.e. the leader and all other members) are jointly and severally liable to the ITER Organization. The consortium groupings shall be presented at the tender submission stage. The consortium cannot be modified later without the approval of the ITER Organization.

15 References / Terminology and Acronyms

IO ITER Organization
ICP ITER Collaborative Platform, a web application framework developed at IO based on ASP.NET and MS SQL.
BIDS Business Intelligence Team and ITER Organization
SSDT SQL Server Data Tools