

Annex 3 Proof of Concept Protocol

1 Object and scope

The object of the Proof of Concept (PoC) is to demonstrate in more detail certain components of the functionality offered under the tender. After the provisional award, KB will discuss with the supplier how the requested functionality can be demonstrated. To a significant degree, this will need to be done in an environment installed at KB. However, the supplier and KB may agree to demonstrate some of the requested functionality or non-functional requirements in another way, for example by means of submission of benchmark results or by granting KB personnel access to an environment installed elsewhere that offers the requested functionality or non-functional requirement.

For the purposes of the review of the requested functionality in an environment installed at KB, the supplier is requested to, in consultation with KB, indicate the required sizing, so KB can make sufficient hardware available on which to install the software.

The subsequent installation and configuration of the software on the KB infrastructure and instruction/training of KB personnel required, insofar as necessary for the performance of the PoC, are also elements of the PoC.

The scope is limited to the DAMP system; there will be no interfaces with systems of KB or of third parties for the PoC except where these are required for the functioning of the DAMPS system (such as, connection to the storage via an S3 interface), or if these constitute a component of a PoC activity.

Activities within the context of the implementation of the DAMPS after acceptance of the PoC are out of scope. These are described in the Implementation Plan (see Annex 4). After the PoC the environment will be completely reinstalled in the KB infrastructure.

2 Approach and completion time

The completion time of the PoC is budgeted for a maximum of 6 months. In this period, we will go through the following steps:

1. Kick-off. Participants will be the representative and subject matter experts of the client and a supplier team. They will coordinate the content of the PoC and the approach, and make arrangements on the communication during the performance of the PoC. They will also define the acceptance criteria.
2. Installation. In consultation between the supplier and the client, the supplier will install and configure an implementation of the solution suitable for the performance of the PoC on the test environment of the client;
3. Training. Administrators and users will be given the training needed to perform the PoC and to be able to use and manage the system;
4. Execution of the PoC. The client's subject matter experts (supported by any experts from the organisation needed) will conduct the planned tests, with the support of the supplier;

5. Evaluation. The results of the PoC will be documented and discussed with the supplier;
6. Closing. The client will reach a conclusion regarding acceptance of the system.

Following the provisional award, the timeline and steps will be validated and worked out in more detail in a PoC Implementation Plan in consultation with the supplier.

3 Governance and responsibilities

The PoC is performed in a project under the direction of a project lead to be appointed by the Client. This project lead is the central point of contact for the supplier. Participants for the Client will at least include:

- test coordinator
- technical application administrator
- users of the DAMP system
- DBA
- Architect
- Software developer

Participants for the supplier could include:

- project lead
- functional analyst
- trainer
- implementation specialist
- database specialist

The Digital Object Repository program manager will act as representative of the client for the PoC.

More specifically, the responsibilities of the client are:

- appointment of a project leader and members of the project team;
- providing a suitable test environment and working out the required conditions needed for the installation and configuration;
- installation and configuration support;
- facilitating any coordination required with other parties involved (e.g. other suppliers);
- providing the facilities (testing rooms, training room, etc.);
- ensuring that an adequate project team is available in good time;

The responsibilities of the supplier are:

- delivery of an Implementation Plan for installation and configuration of the PoC;
- delivery of the required conditions for installation and configuration, and a timeline for them;
- delivery of an adequate test environment allowing the performance of the PoC;
- providing the training required to perform the tests and to administer the system;
- acting as a central point of contact for the entire PoC;
- provision of the support needed for proper performance of the PoC. Prior to the PoC, the supplier will produce a sizing needed for the configuration.

4 Tests

The tests during the performance of the PoC may pertain to all formulated requirements as set out in the Requirements Specification (see Annex 1), but of particular focus will be:

1. Insight into the maintenance and management of DAMPS (modelling of processing functionality, user authorisation, processing of publications, etc.);
2. Insight into the flexibility the system offers with respect to the KB data model.
3. Whether the DAMPS's performance with large volumes of publications is compatible with KB's needs. This applies to the bulk processing, bulk administration processes and bulk access functionalities;
4. Working interface with the object storage via the S3-protocol;
5. Insight into the system's compatibility with the other interfaces with other systems, by review based on documentation.

5 The results

The results of the PoC are recorded in the test report that the project lead of the KB drafts and adopts. This report will also include the project leader's recommendations. It will be delivered to the client of the PoC, who will determine the results of the PoC, partly on the basis of these recommendations and after consultation with the program board. The PoC is successful if the test results are in accordance with the results that we expect on the basis of the tender.