

Course Title: Diploma in Business Process Management.

Module 14: Intermediate Steps in System Selection

Table 2.1

<p>1. A description of the scope of the request, including a brief description of the hardware, software, and services for which a proposal is requested</p>	<p>6. Hardware performance objectives, such as:</p> <ul style="list-style-type: none">• Data storage capacities and access requirements• Input/output speeds and volumes• Data communication requirements• Computational demands
<p>2. A description of the system, including, if applicable, the logical specification and physical requirements, which in turn include specification for the:</p> <ul style="list-style-type: none">• Inputs• Outputs• Data storage• Processes• Controls	<p>7. Software performance objectives, such as:</p> <ul style="list-style-type: none">• Inputs• Required outputs• Data table sizes and access requirements• Operating system requirements• Utilities• Language compilers
<p>3. Procedures for submitting proposals, including a timetable for proposal submission, evaluation of proposals, and final decision date</p>	<p>8. Projected growth requirements, including expected changes in input/output volumes</p>
<p>4. Price and budget constraints</p>	<p>9. Criteria to be used in evaluating vendor proposals, such as:</p> <ul style="list-style-type: none">• Ability to meet performance objectives

	<ul style="list-style-type: none">• Benchmarks• Reliability• Documentation• Training• Backup• Maintenance assistance• Installation schedule• Cost• Ease of use• Compatibility with existing software• Expandability
<p>5. Vendor information required, including:</p> <ul style="list-style-type: none">• Contract terms• Warranty• General company information	<p>10. Miscellaneous information, such as:</p> <ul style="list-style-type: none">• Conversion plans• Staff requirements• Financing alternatives