

QUALNET

Workflows description



2-4



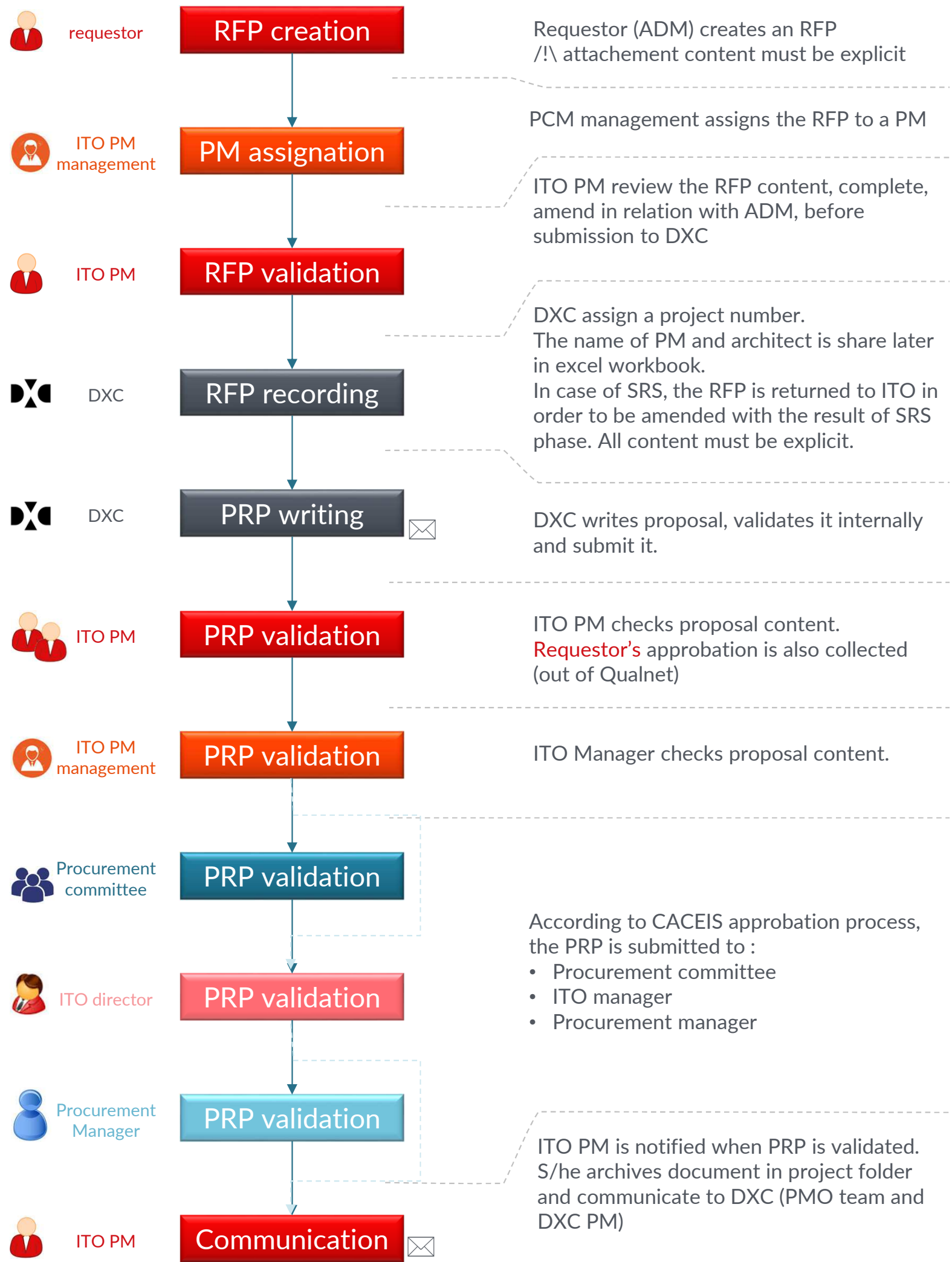
5

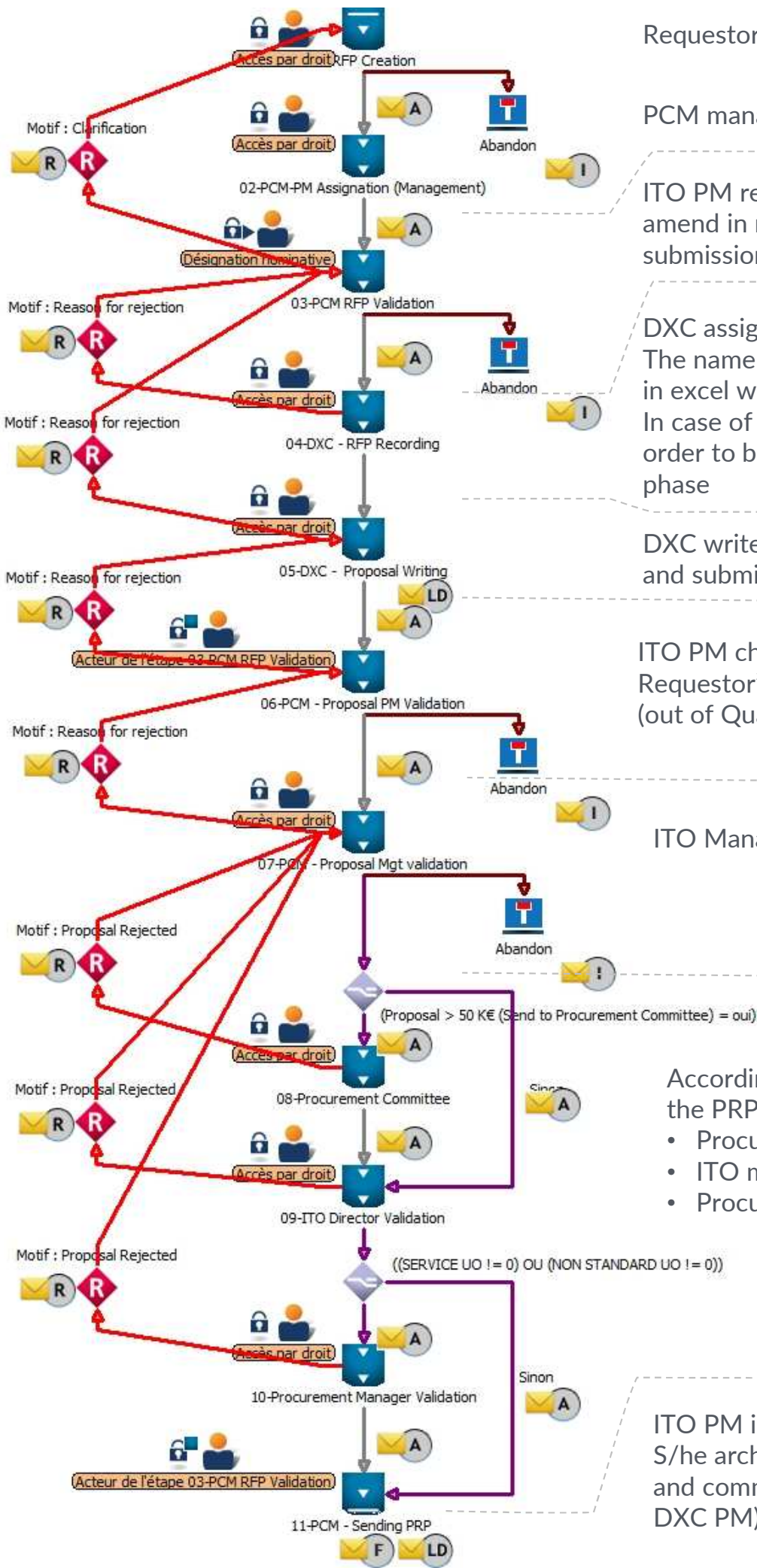


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Requestor (ADM) creates an RFP

PCM management assigns the RFP to a PM

ITO PM review the RFP content, complete, amend in relation with ADM, before submission to DXC

DXC assign a project number.
The name of PM and architect is share later in excel workbook.
In case of SRS, the RFP is returned to ITO in order to be amended with the result of SRS phase

DXC writes proposal, validates it internally and submit it.

ITO PM checks proposal content.
Requestor's approbation is also collected (out of Qualnet)

ITO Manager checks proposal content.

According to CACEIS approbation process, the PRP is submitted to :

- Procurement committee
- ITO manager
- Procurement manager

ITO PM is notified when PRP is validated.
S/he archives document in project folder and communicate to DXC (PMO team and DXC PM)

FAQ

RFP rejected due to format ?

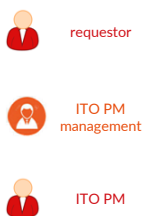
- Upon submission, or after SRS, DXC may consider that key information is contained in attachment. Attachment do not appear in printable version, but all key information must be displayed in the printable version.

Update here

Avoid there, or mention the key document here

The screenshot shows a web form titled 'DETAILED CACEIS REQUEST DESCRIPTION'. It has two main sections: 'BUSINESS GOALS, CONTEXTUAL INFORMATION, PROJECT OBJECTIVES' and 'INFRASTRUCTURE OR APPLICATION SYSTEM CONTEXT, DESCRIPTION, SCHEMAS, EXPECTED DELIVERABLES'. Each section contains a 'Detailed request description' field and an 'Image attachment (will be printed in RFP)' field. A red arrow points from the 'Update here' text to the 'Detailed request description' field in the first section. Another red arrow points from the 'Avoid there, or mention the key document here' text to the 'Image attachment' field in the first section.

Not enough line in detailed request description



RFP creation

PM assignment

RFP validation

At this stage, you can add lines to description

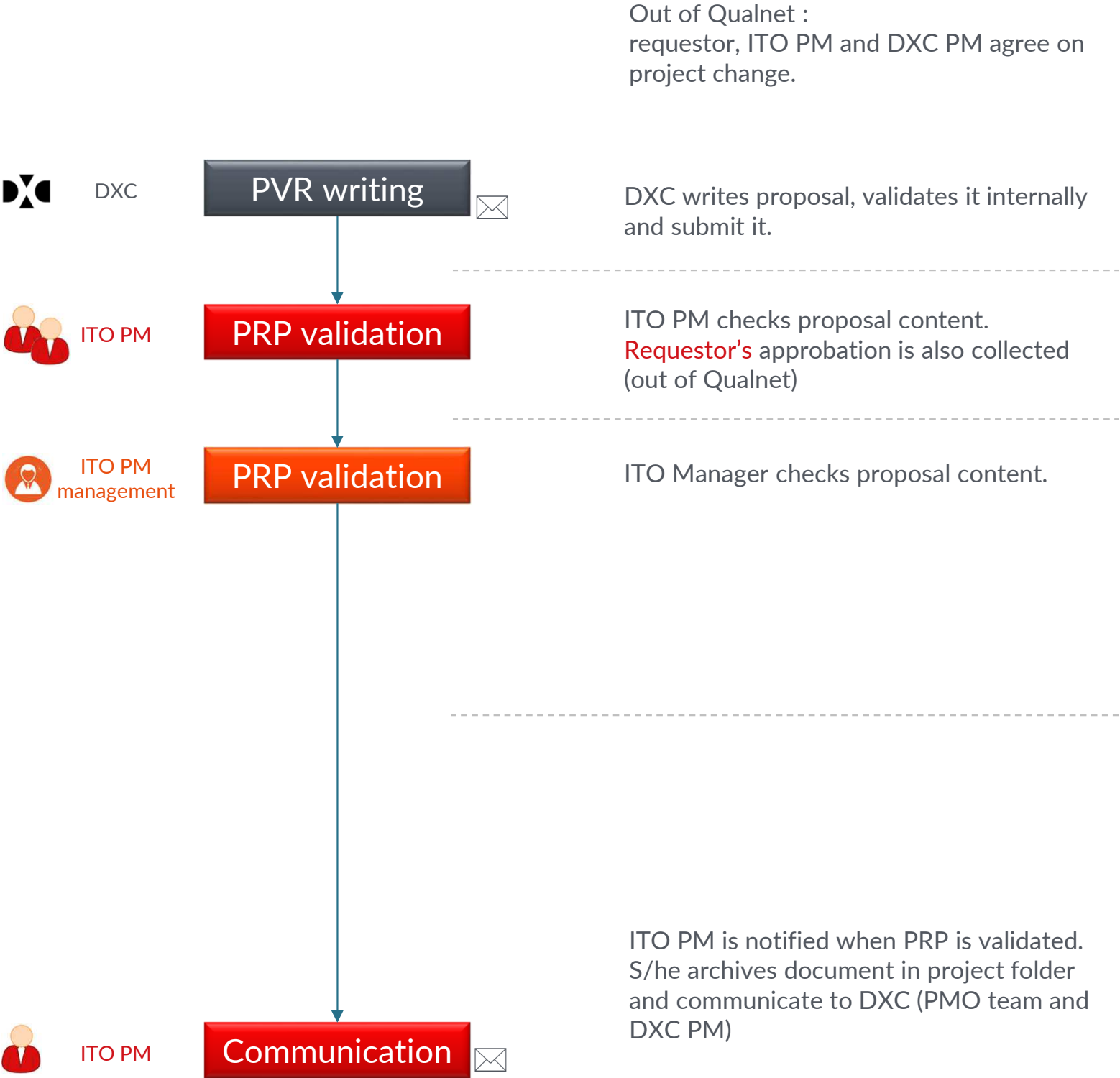
At this stage, you can edit lines, but you can't add one

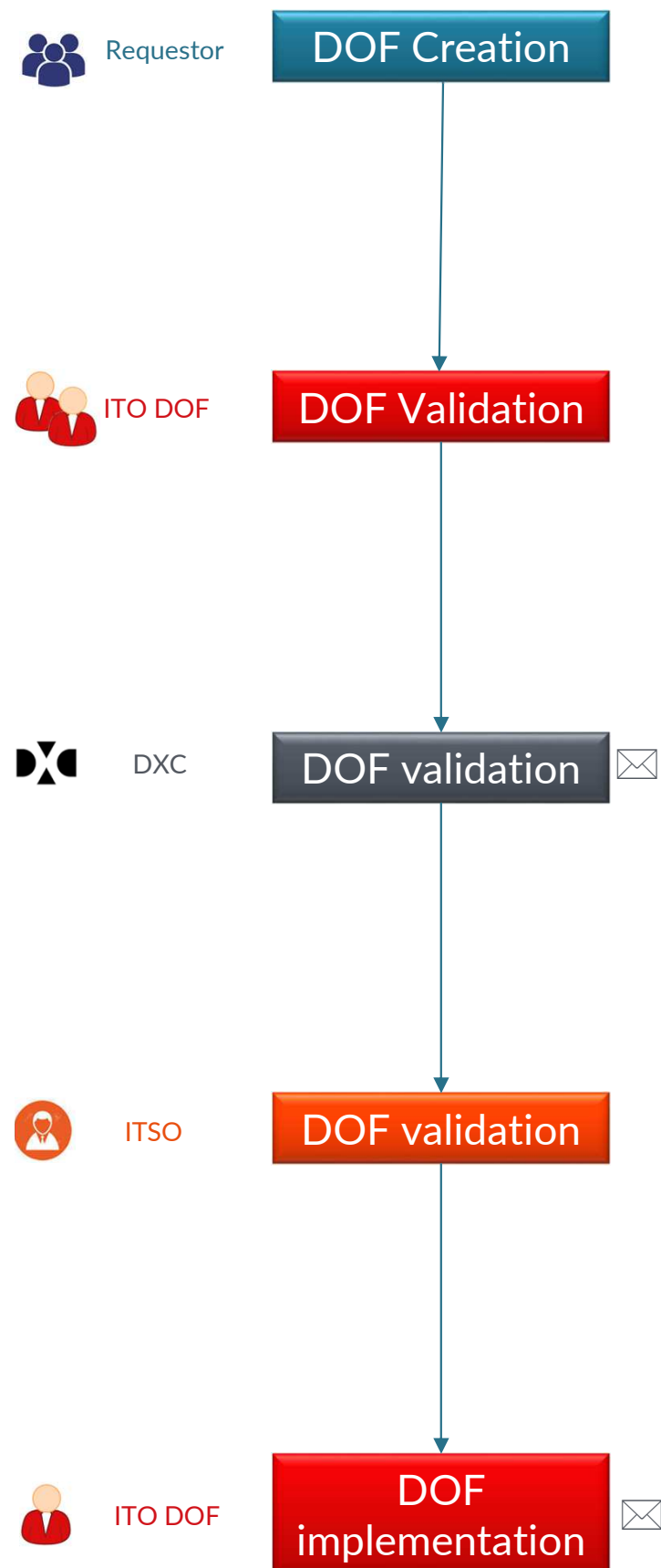
The screenshot shows the 'Detailed request description' field. It has a 'Ajouter une nouvelle ligne' button. A red arrow points from the 'but you can't add one' text to the button, which is marked with a red X.

→ Reject RFP to requestor. He'll be able to add line.
WF supervisor are able to change requestor if required.

Out of Qualnet :
requestor, ITO PM and DXC PM agree on project change.







Requestor enter DOF request.

Stress it to be given on :

- Request justification (context of project, stakes...
- Template respect (fill all columns, with respect to pick lists)

If request is rejected, it can be recycled with updated fields

ITO-PCM check request conformity

DXC prepares technical implementation details

ITO Manager checks compliance.
This approbation was collected during CAB security committee on Thursdays. This instance may be maintained in parallel to workflow.

After collection of all approbation, ITO-PCM creates the necessary task for implementation. Depending on request, it can be SR/CR (DXC) and FireFlow (Cagip).

Note that : implentation tickets are mutualised for several DOF and have fixed frequency.

The monitoring of SR/CR and FF bleongs to requestor