

Monitoring contracts and people:  
Introduction, type of contract, stages  
in contract placement, contract  
management, acceptance

# Introduction

- The buying in of both goods and services, rather than doing it yourself is attractive when money is available but other less flexible, type of resource, especially staff time, are in short supply
- Potential suppliers are more likely to be flexible accomodating before any contract has been signed than they will be affordable

# Type of contract

- The external resources required could be in the form of services
- A simple example of this could be using temporary staff on short term contract to carry out some project tasks

# Type of contract( Cont..)

- Contract could be placed for the supply of a completed software package. This could be
- A basepoke system
- Off the shell package
- Customized off the shell software

# Type of contract( Cont..)

Another way of classifying contract is by the way that the payments to supplier is calculated.

Some of them are

- Fixed price contract
- Time and material contract
- Fixed price per delivery unit contractsthem are

# Type of contracts(Cont..)

Approach that is used in contractor selection is

- Open
- Restricted
- negotiated

# stages in contract placement

- Requirement analysis
- Evaluation plan
- Invitation to tender
- Evaluation to the proposals

# Typical terms of a contract

- Definition
- Form of agreement
- Goods & services to be supplied
- Ownership of the software
- Environment
- Customer commitments
- Acceptance procedures
- Standards



# Typical terms of a contract(Cont..)

- Project & quality management
- Timetable
- Price & payment methods
- Miscellaneous legal requirements

# Contract management

- We need to consider the communication between supplier & customer while contract work is being carried out
- Decision point
- Future direction of the project
- Development cycle

# Acceptance

- Acceptance testing
- Time limit
- Pre acceptance testing
- Period of operational running
- Period of warranty