



EIM Pre-study Packages

EIM PRE-STUDY PHASES



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Thank you for your interest in IseoLabs.

We will be happy to accelerate your business with Information Management.

During our work we will go through the following phases:

PHASE 1

- Analysis
- Requirements
- Specification

PHASE 2

- Market analysis
- Vendor selection
- RFQ/RFP

PHASE 3

- Vendor selection
- Presentations
- PoC
- Reference customers

**CHOOSE THE PACKAGE
THAT FITS YOUR GOALS**



CRITERIA	SMALL	MEDIUM	LARGE	ENTERPRISE
ERP/CRM systems	1	1/1	2/1	>2
Line of Business Systems	–	1	1	>1
Business Processes examples: Invoice Management, Quality Assurance, Order to Cash	–	1	2	>2
Existing DMS/ECM/Archive	–	–	1	>1
Other complexity examples: Integration/Records Management/Security Classification/Fileplan	–	–	1	>1
PRICE:	CHF 15.000 (excl. VAT)	CHF 25.000 (excl. VAT)	CHF 45.000 (excl. VAT)	on request
DELIVERABLES				
Phase 1. Analysis				
Analysis of IT infrastructure (actual / target)	x	x	x	x
Analysis of processes and systems (accord to the package)	x	x	x	x
Analysis of storage systems & documents	–	–	x	x
IT strategy / roadmap	x	x	x	x
Technical requirements	x	x	x	x
Functional requirements (accord to the package)	x	x	x	x
Specification	x	x	x	x
Alignment IT roadmap	x	x	x	x
Initial project plan	–	x	x	x
Phase 2. Market analysis				
Vendor pre-selection	x	x	x	x
Evaluation matrix for offers / bids	x	x	x	x
Dispatch RFQ/RFP	x	x	x	x
Vendor support (according to the package)	x	x	x	x
Create FAQ	–	–	x	x
Manage inquiries about offers	–	x	x	x
Offer/Bid assessment	x	x	x	x
Phase 3. Vendor selection for presentations				
Presentation Template with use cases and functional aspects (accord to the package)	x	x	x	x
Assessment sheets for key users / participants	up to x	up to x	up to x	up to x
Vendor Guidance (Presentation/Project)	up to 2	up to 3	up to 5	custom
Assessment of presentations	up to 2	up to 3	up to 5	custom
Reference customer visit and / or PoC	–	–	x	x
Vendor selection support	x	x	x	x



Curious to find out how content digitization
accelerates your business? Let's chat!



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