Techno Commercial Proposal
For QM, E-Invoice & Bank Interface implementation

Version 1.0, 24th Sep 2024

Swastik Constructions Pvt. Limited, Kolhapur, India

Preface

Non-Disclosure

This document is our Techno Commercial Proposal for Implementation of QM, E-Invoice, Bank Interface by leveraging Industry Best Practises using SAP S/4 HANA Public Cloud Edition Solution Components for Swastik Constructions, Kolhapur, India. The information contained in this document is confidential and is submitted on the understanding that the document will be used only for the purpose of evaluating our offer against the requirements. The contents of this proposal not to be disclosed to any other third party without the prior written permission of Highbar Technocrat Ltd, or any of its subsidiaries. This document shall further be treated as Statement of work (SoW) upon mutually finalization and agreement of the content of this document.

Proposal No: IN-WR-SAP-2024-

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Document Control: -

Sr. No	Detail	Date	Remark
1	Version 1.0	24-09-2024	Proposal for QM, E-Invoice, Bank Interface Implementation

Confidentiality Notice:

This entire document is private and confidential. The document, and the information contained therein must not be given or communicated to any other parties without the express written permission of Highbar Technocrat Limited. This document is meant solely for the sole purpose of assessing our competence in SAP arena. The entire document is under an NDA restricting its use, copying, distribution, and recompilation.

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1.0 Executive Summary

On behalf of **Highbar Technocrat Limited**, Navi Mumbai, India (henceforth referred to as **"HBT" or "System Integrator"**), we thank you for the opportunity to present our Techno Commercial Proposal/ SoW for implementation of QM, E-Invoice & Bank Interface solution for **Swastik Constructions,** Kolhapur, India (herein referred as **"Swastik" or "Client"**) for their Civil Construction business verticals by leveraging Industry best practices on SAP S/4 HANA Public Cloud.

Based on the discussion HBT had with Swastik Constructions subsequent scope details received, HBT understands Swastik Constructions want to be E Invoicing Compliant using Interface Approach through E Invoicing solution provider for their Civil construction business vertical. The engagement is to interface e invoicing specific data from SAP ERP to IRP Portal and vice versa using E Invoicing solution

Additionally, Swastik Constructions wants to implement Quality Management (QM) module & also want to have Bank interface with SAP to capture Accounts Payable scenario.

Upon analysis of Swastik Constructions requirements, HBT Proposes following approach for this engagement:

Phase	Implementation Details	Duration (Weeks)	Go live & Support details
Phase 1	• Highbar's Value proposition leveraging which, Swastik Constructions SAP Land scape will be Interfaced with E Invoicing Solution Providers portal with suitable Interface approach for required for E Invoicing & E Way billing compliance for their 01 Legal Entity (01 GSTN) • Bank Interface – 1 Bank covering Accounts Payable scenario • Implementation of Quality Management (QM) module	10	Go Live – 8 Weeks Post Go Live Support – 2 Weeks. Onsite + Offshore modality

With Highbar's Value proposition Swastik Constructions will be greatly benefitted in their pursuit of becoming E Invoicing & E Way billing Compliant, Quickly in Time. Along with Bank integration for seamless communication of payment processes.

2.0 About Swastik Constructions Limited

Swastik Constructions offer Drinking water solutions for people's day to day requirements. Swastik Constructions ensures that we get clean and pure drinking water from the supply pipeline installed by them. Swastik Constructions works in collaboration with government bodies to commission the installation, setup and maintenance of these pipelines. Swastik Constructions has expanded the drinking water business by extending its geographical limits, covering town after town, district after district.

2.1 Legal Entities & Business Verticals Portfolio

Business Verticals, Legal Entities & Projects list is as below

Swastik Constructions, Kolhapur, India		
Sr. No:	**Organizational, Scope Details**	**Additional Details**
A	Business Vertical: Civil Construction	
B	Total Number of Legal Entities	1. Up to 01 Legal Entity

3.0   Highbar Technocrat Limited: Culturally fit Strategic Partner

3.1   About Highbar Technocrat

Highbar Technocrat Ltd., an associated Company of Hindustan Construction Company (HCC), is well positioned to be an end-to-end IT solution provider for EPC, ECO (Infrastructure & Real Estate Construction) and Manufacturing Industry.

Key credentials of HCC Group:

- Turnover is 1500 Million USD
- Established in 1926; Total 95 years in business.
- 1st Comprehensive SAP ERP implementation in infrastructure sector in Asia
- More than 50 projects Planned, monitored using Integrated SAP solution across 10 years.
- A diversified group with presence in EPC, Infrastructure Projects, EC&O Projects, Urban Development Projects, Real Estate Projects. Township management

HCC	**Lavasa Corporation**	**HCC Real Estate**	**HCC Infrastructure**	**Steiner AG**
Engineering and Construction (E&C)	Urban Development and Management	Integrated Real Estate Development	Infrastructure Concessions in PPP / BOT	Real Estate Development Total Services Contractor Project Management

HBT's portfolio of enterprise business solutions, line of business IT solutions and process consulting is aimed at increasing efficiencies of organizations from infrastructure industry i.e., Roads, Ports, Real-Estate, Airports, Railways, Oil & Gas exploration, EPC (Engineering, Procurement & Construction), Pre-cast, RMC, Crushers, Rental Housing, Irrigation & Water supply, as well as urban and industrial infrastructure (Telecom, Mining), in private, public and government sectors. IT expertise backed by industry domain knowledge and strategic alliances are the key differentiators which make HBT a preferred partner for IT initiatives in EPC, EC&O, Real estate, Construction and Manufacturing industry.

With around 200+ customers from India, Middle East, Europe and Africa since its inception from **year 2010,** Highbar has expanded its IT services capabilities predominantly in the area

of SAP ERP offerings. Today HBT employs a total of more than 500+ employees. Apart from the EPC & EC&O industry as mentioned above, customers from Telecom, Manufacturing, Agrochemicals and Retail industries have also trusted us & have benefited by availing our services.

More than Ten of its implementations have now become global case studies, published on SAP's website as reference implementations in similar industry.

Our Journey with SAP started as "SAP Customer – HCC Group" & today we are "Gold Partner" with SAP for providing SAP Consulting Services.

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This certificate is current as of: Dec 4, 2020

CERTIFICATE

SAP India Private Limited hereby certifies that

HIGHBAR TECHNOCRAT LIMITED

Country : India
City   : Navi Mumbai

is currently a PartnerEdge Gold partner, participating in following engagement model/s* and authorized for:

PE Sell   Sell Authorization-Cloud Open Solutions

Sell Authorization-Database and Data Management

Sell Authorization-Mobile Solutions

Sell Authorization-SAP Analytics

Sell Authorization-SAP HANA

Sell Authorization-SAP S/4HANA

Sell Authorization-SAP S/4HANA Cloud EX

*For more information on engagement models, partner level and partner dimension please go to https://partneredge.sap.com/content/dam/public/do/cert/Partner_Certificate_Info.pdf

This is a system generated certificate and it is subject to the terms and conditions of the signed and currently valid SAP PartnerEdge – Master Partner Agreement entered into by and between SAP India Private Limited and HIGHBAR TECHNOCRAT LIMITED

3.2 HBT – SAP – Unique Three-fold Engagement for EPC, ECO Sector

With a Unique three-fold Engagement with SAP (Being a Customer → Former Global Industry Advisory Committee member for EC&O Sector → SAP Partner), we feel HBT, is the best **Cultural fitment** for Client for such a Strategic Initiative of Business process Transformation.
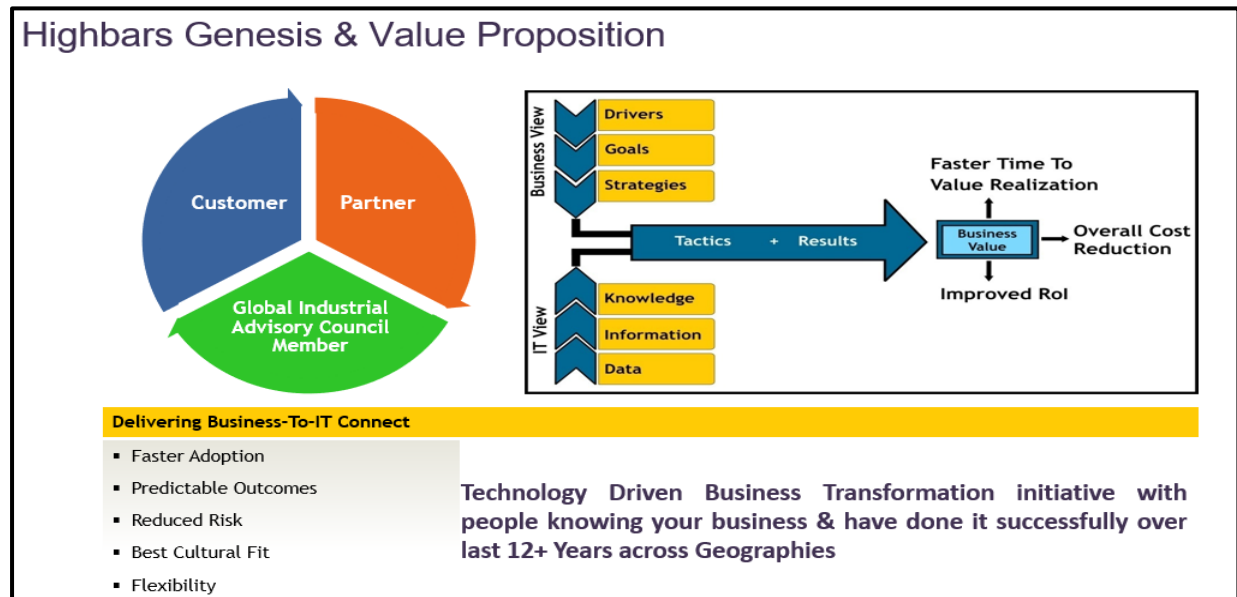

HBT's vision is "To be most preferred IT Solution provider for Infrastructure, EPC, Real Estate & Project based Manufacturing Sector" & our focus solely has been "addressing Technology needs of EPC, Infrastructure & Real Estate Sector" over the past 14+ years and during this Journey, HBT has moved up the ladder in pursuit of its Vision and served ERP & Technology needs of 200+ Customers across Globe (India, Middle East, Europe & Africa) & Key aspects assisting HBT achieve these feet are:

- One of the IT Solution provider with Sole focus on Technology needs of EPC, Infrastructure & Real estate Sector since its Inception 14 Years ago.

- Has resources with vast domain knowledge who have witnessed Technology enablement through all ups & downs over last 14 Years.

- HBT walks the Transformation journey along with our clients in achieving their Business & IT Vision.

- Has a practical know-how & related Solution Repository of "Industry specific demands" for EPC, Infrastructure, Manufacturing & Real Estate Sector.

- HBT has designed Flexible & Scalable Application Landscape using best in class Solutions like SAP, Oracle, CRM (SFDC), Project management software's (Primavera, MSP), Various Third-party applications integration with SAP solution set like Estimation software – Candy, Weigh bridge, Biometrics, PLC Machines, POS Aggregator, HRMS, ASP / GSP

- HBT has also designed value added business processes like RA Billing for Contracts Billing, IOT Enabled equipment & Fuel usage tracking, Quantity based budget tracking.

- HBT also has designed & deployed various statutory solutions like GST Enhancer, E Invoicing Connector as per regulatory requirements from Statutory bodies.

3.3 HBT – Technology Enablement Journey & Service Offerings
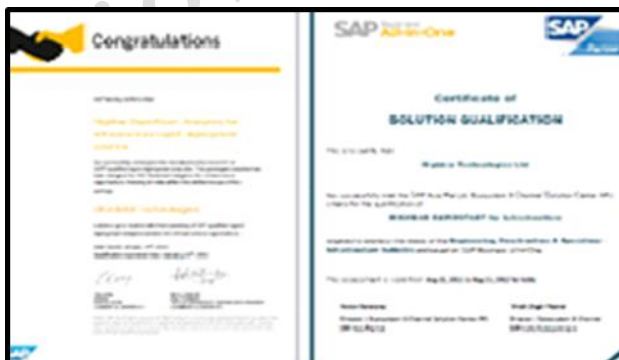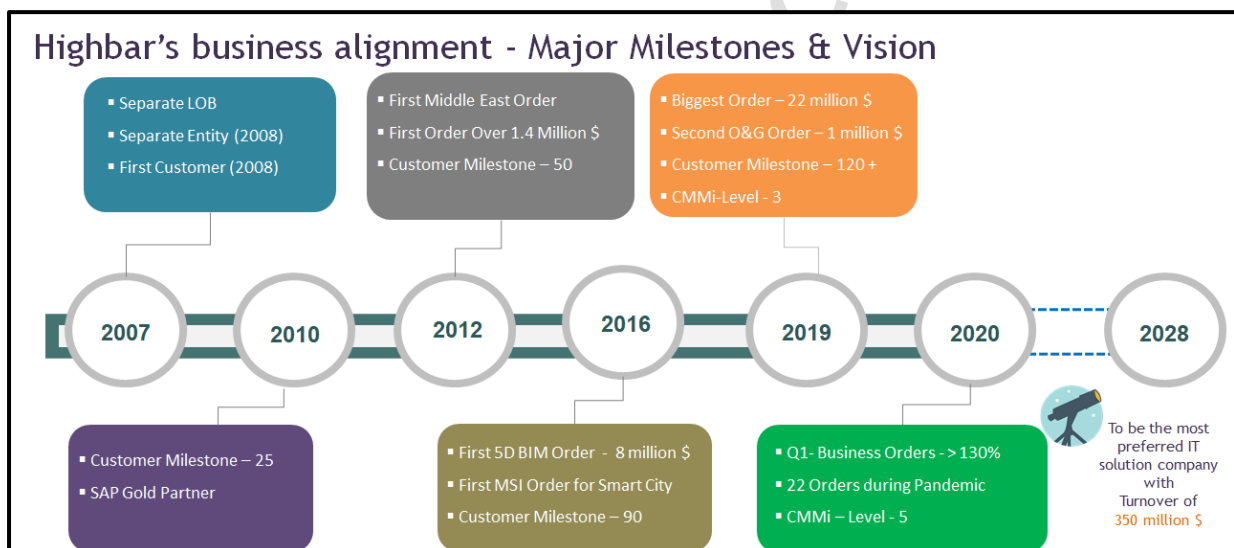
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Gartner.

An Exclusive case study "**Highbar Technologies: Successful spin-off from captive IT**", by Gartner- the world's leading IT research and advisory company.

"*Highbar Technologies Ltd., which is infrastructure-focused, and a Hindustan Construction Co. spinoff, is rapidly growing in the ERP space because of its domain capability and knowledge*" Gartner, acknowledges Highbar as '*vendors to watch*' in Indian ERP space.

NASSCOM®
EMERGE 50

NASSCOM®, the premier trade body and the chamber of commerce of the IT-BPO industries in India which has more than 1200 members, recognized Highbar Technologies as amongst top 50 Emerging companies of India.
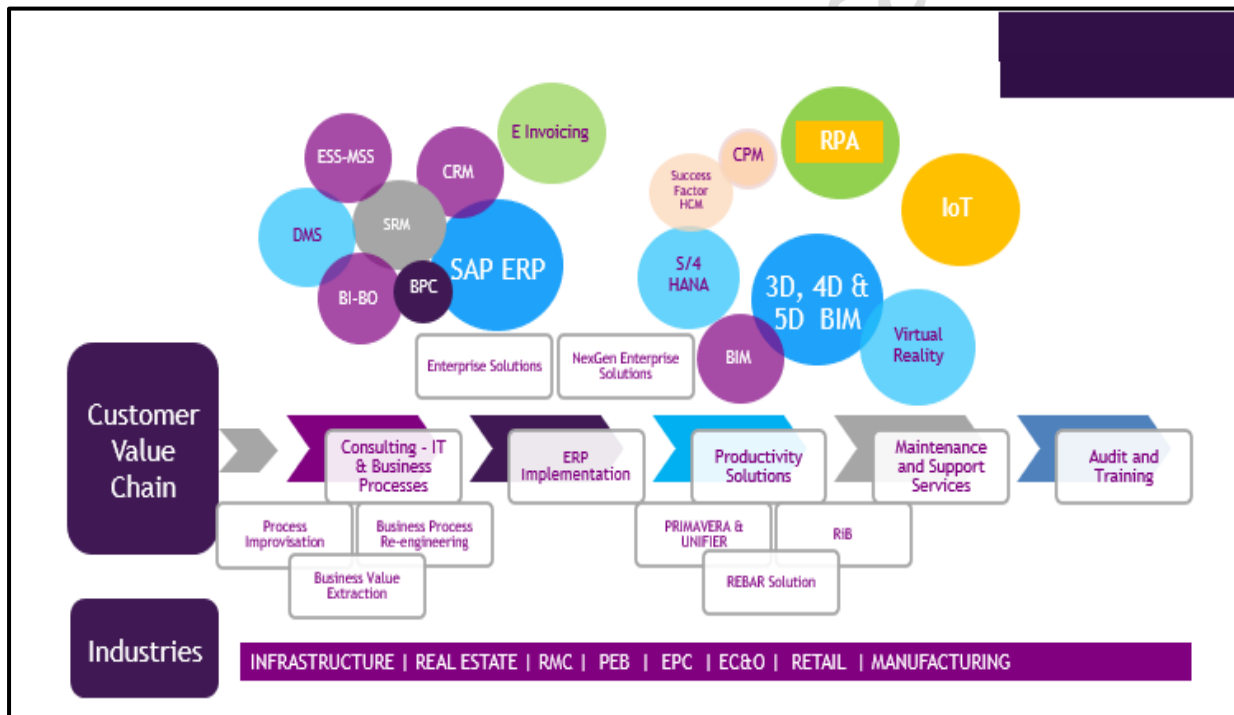
3.4 Five Unique Value Propositions for Partnering with HBT

HBT is a partner with industry experience, focus, commitment and flexibility – Foundation for a long-term partnership.

With forward looking vision & thought Road map for Streamlining processes and adoption of Technology, Client management is going to be a Strategic Account for both HBT & SAP. In order to assist Client in realizing the Technology enabled business process transformation,

the Executive Leadership of both the Organizations (SAP as well as HBT) will commit to the partner Client for the successful delivery of this Strategic Initiative.

1. Our partnership with SAP

HBT has been handling end-to-end projects for various ERP applications in SAP. Our enterprise portfolio covers the full range of services including infrastructure set-up, Application development and implementation, data migration, training for various Private, Government / Corporate customers. HBT has also undertaken the complete management and maintenance of IT Applications &Infrastructure of leading organizations. HBT has a wide experience of working on various national and international projects which also includes different government projects in the areas of application development and deployment of Maintenance Support. HBT has been a certified partner and reseller of SAP software since 2008 and has attained a variety of SAP credentials.

HBT has built a credible SAP practice with over 500+ consultants and has delivered over 200+ successful projects across a wide range of services such as Implementation & Rollouts, Application Development & Maintenance, Managed SAP Services (including infrastructure management & Support), SAP Upgrades, and Integration Services & Training & Testing Services. The product portfolio covers all versions of SAP R/3, ECC 6 & S/4 HANA platforms (Private & Public Cloud) with core back-end modules (Projects, Finance, Sales, Human Capital, Logistics etc.,) as well as extension products such as C4C, SCM, Ariba, TRM, SAC, NetWeaver platform including mobility and portal solutions.

HBT's SAP Practice has a diverse experience in addressing the business needs of various global clients as well as smaller mid-market firms for SAP Services & has a proven track record of meeting and exceeding its client commitments through innovative delivery models (onsite-offshore, shared services, specialized services) that are tailored to meet client specific requirements. We understand the unique business issues of various type of customers be it in the EPC, EC&O, Real estate, Maintenance, Manufacturing, Facility Management, Retail market etc. HBT' range of SAP-based solutions includes Industry solutions, Custom solutions, Application integration solutions, and Training, Hosting, and Support services.

HBT's SAP Practice has mature processes, tools and methodologies (such as ITIL, Solution Manager, Quality Center etc.) program and change management frameworks leveraging SAP & other industry best practices, a strong competency and knowledge management focus to build and reuse components and templates across engagements. The practice also has folks

with strong domain & business experience in verticals such as Manufacturing, PEB, Oil & Gas & Telecom sectors globally & additionally around the government sector in India.

To reiterate, at HBT, we understand the SAP Product the best, by virtue of our Product Engineering experience with SAP, thus we as the Implementation Partner in this project; will ensure least implementation risk for Client.

2. **Strong EPC, EC&O (Infrastructure, Construction, Oil & Gas, Real Estate, Project based Manufacturing) Domain Credentials**

HBT has deep understanding of the EPC, EC&O, Contracting, Oil & Gas, Real Estate, Logistics, Trading, Manufacturing, Project based Production etc. and has helped clients across the world make sound decisions regarding the deployment of automated, transparent, and integrated information management systems across their value chain. A blend of IT services addressing both broad-based and niche requirements, provide an end-to-end umbrella offering for the ICT sector. Today, HBT is working closely with customers to reduce IT spending, provide best-in-class IT infrastructure and adopt best of breed IT processes.

HBT brings on-board very strong domain expertise - with experience of delivering large programs for various leading organizations globally –

3. Skilled Technical Resources and Service Level Expectations
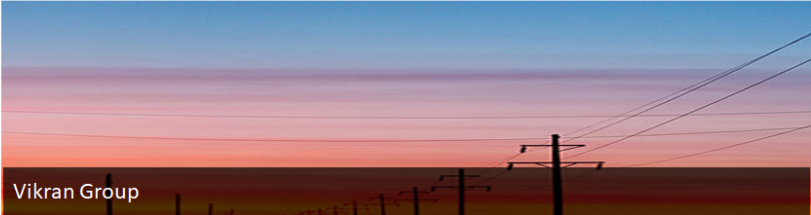
HBT has more than 500+ resources in the SAP practices, providing various services to its clients, including Application Development and Maintenance, Testing, Information Management, Mobile and Cloud based services. We are committed towards successful delivery of this program and are bringing out top talent for the execution of this project who will be instrumental in successful delivery.

HBT being a CMMI Level 5 company has high focus on qualitative project management. We provide SLA based services to many of our customers. As per our organizational benchmarks for 2019, 99% SLAs were met for our customers.

4. HBT's experience of managing Large System-Integration projects with Indian Government and Private Organizations

HBT has an excellent track record of system integration and as a support partner for various large and complex engagements for Government programs; this ensures that we bring a tremendous value to Client as partner who understands the challenges and complexities of implementing large projects in the Real Estate, EPC, EC&O space. Below is quick summary of these projects –

VIKRAN GROUP

Vikran Group

Client Details	Business Requirement	Solution Offered
Business Verticals	**SAP Implementation**	**SAP S/4 HANA Private Cloud including following modules:**
• EPC - Power Distribution, Transmission	• Change Management	• PS, MM, SD, PM, MM, QM, DMS
Employees: 2000+	• Integration between process, applications	• Interface: SAP – Estimation, SAP – Biometric, SAP - PLC
Website: www.vikrangroup.com	• Increased efficiency	• No of Plants: 100+
	• Ease of Reporting	• Project Type: Roads, Power Plant, Dams, Real Estate
	• Financial Reporting & Consolidation @ Group Level, Inter-departmental Level	• Timeline- 10 Months
	• Enhanced Data Security	
	• Enhanced Project Monitoring & Control	

Benefits to the Client

- Single unified platform across projects
- Expense control against BOQs
- Real Time project planning & monitoring
- Strong visibility across operational reporting
- Process automation of RFI, DPR, Billing Abstract
- Improved sub-contractor operational efficiency

CUBEHIGHWAYS™

Cube Highways and Transport Assets Advisors Private Limited

Client Details	Business Requirement	Solution Offered
Business Verticals	**SAP Implementation**	• **SAP S/4 HANA suit with following modules:**
• Investment in Road and Highway Projects,	• Road Asset Investment	• FI, MM, PS, SD, PM, LAM, QM, HCM, FM, CM, TRM, GR, DMS, ABAP, Fiori, SAC, CPI, and BASIS.
• Operating & Maintenance	• Manage Periodic Routine maintenance	• Interrace with TMS, BuildAid, RoadAid, HR Payroll, e-Invoicing
Employees: 600+	• Interface with Roadiad, Buildaid	• No of Projects: 27
Website: www.cubehighways.com/	• Procurement, Finance & Accounts, HCM	• Project Type: Road Asset Investment & Asset Maintenance
	• Automated vehicle classification, RFID	• Timeline- 8 Months – 05 Months Implementation and 03 Months Hypercare support
	• Electronic toll collection	
	• Asset Data, Work order, Inspection	
	• Maintenance reporting	

Business Operations

- Singapore Based Leading Owner-Operator of Toll Road in India
- Operating & Maintaining 27 Highways – 8400 Lane Kms- BOT, TOT & HAM
- Key stake holders – MoRTH, NHAI, State Departments
- Global Shareholders – I Squared Capital, Mitsubishi, ADIA etc.
- Focus on Innovative Technology & Materials for smooth traffic
- SAP Solution Implementation for Managing Road Investment & Asset Maintenance is in-process

Ashoka Buildcon Ltd.

Ashoka Buildcon

Client Details	Business Requirement	Solution Offered
Business Verticals	**SAP Implementation**	**SAP S/4 HANA suit with following modules:**
• EPC	• Change Management	• PS, MM, Ariba Sourcing, SD, PM, PP, MM, QM, ETM, HSE, HR/SF, ESS/MSS, DMS, BCM and FICO
• Roads	• Each LoB / department has its own processes, workflows & authorization matrix	• Interface: SAP – P6, SAP -MSP, SAP – Biometric
• General Contracting	• Departmental Silos	• Quarries, Crusher Plants: 06
• SPV	• Financial Reporting & Consolidation @ Group Level, Inter-departmental Level	• No of Plants: 100
• C&G	• Enhanced Project Monitoring & Control. Periodic work plan.	• Project Type: EPC, SPV for toll & O&M
• Maintenance	• Control on Equipment Utilization	• Timeline- 8 Months
Employees: 2,000+	• Harmonization of HR functions and processes	
Website: www.ashokabuildcon.com	• Improvising Equipment Productivity	

Benefits to the Client

- Integrated Project and Resource Management Platform covering all Line of Business and Department.
- Realtime interface between multiple system with SAP as the backbone system delivers information as a single source of truth.
- Streamline the payroll process which has reduced the cycle time with minimum transfer time from Time and Attendance to Payroll Calculation
- Bringing down the procurement time and Inventory Cost

Salarpuria Sattva, Bengaluru, India

TRUST. IT'S WHAT WE BUILD

Client Details	Business Requirement	Solution Offered
Business Verticals	**SAP Implementation**	• SAP ECC 6.0 EHP 8 including following modules:
• IT Parks	• Enhance monitoring & control of projects	• PS, MM, FI, CO, TRM, SD, HR, ESS-MSS, REFX, PM, BIBO, CRM, DMS, e-tendering, Customer Portal
• Residential	• Improve Customer relationship management and enable flexibility in the face of growth	• No of Projects: 30+
• Commercial	• Standard functionalities addressing their business requirements for critical functions like Residential Sale, Commercial Leasing, Facility management, Finance & Control, Mall Operations	• Project Type: Real estate Construction, Sale, Lease
• Property Management		• Timeline- 6 Months implementation
• Retail Properties		• SAP S/4 HANA Migration: 4 months Implementation & Support in-process
• Hospitality		• SAP Support since Implementation
Employees: 1600+		
Website: www.sattvagroup.in		

Benefits to the Client

- Standardized processes that align with real estate business processes
- More effective management of Sales agreement documents
- Total visibility into real estate leads, opportunities and customer status
- Unique billing process for more-effective handling of contractor billings
- Comply with changing contract and lease accounting standards
- Optimize to minimize manual intervention, saving time and cost
- Transform the lease function into a strategic asset

- **MSRDC**: "Digital Project Management Platform", consisting of a 5D BIM, Common Data Environment (CDE), Enterprise Resource Planning (ERP) System and Business Analytics System (BAS).

- **Maha Metro:** India's **1st** Digital Project Management Platform, Linear Mega Project using 5D BIM integrated with ERP, Collaborative platform for managing engineering design & drawings

Our one of 5D BIM Experience: -

One of a kind Indian Government projects worth USD 18.5 million, with integration of 5-dimensional Building Information Management applications for visualization and SAP ERP for project monitoring and controlling.
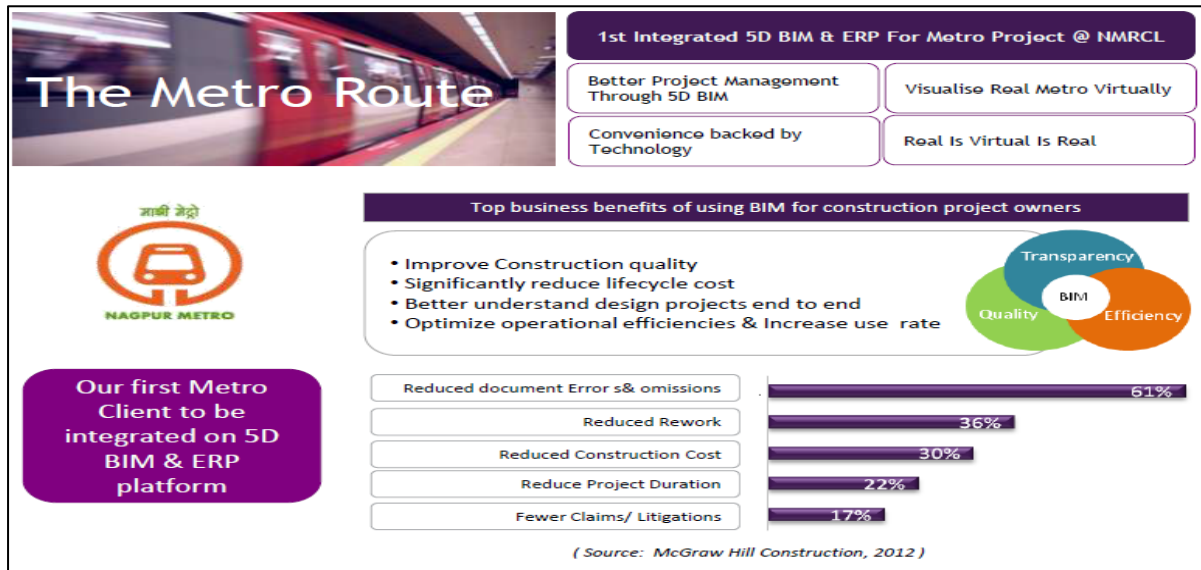
5. Best and Big Enough: Enabling Strategic focus, Flexibility and Commitment

What this means to Client is that we will ensure BEST in Class solutions and partnerships (SAP) to deliver on Client requirements and are a RIGHT SIZED partner who is Big Enough to handle large engagement of this size and ensure –

- Client is **THE strategic customer** (and not just another logo!!) with right amount of focus and commitment from HBT Executive Leadership

- Right Partnerships to work with our local partnering companies in order to match Client's requirements

- Greater transparency and flexibility to discuss various commercial agreements in alignment with Client requirements

4.0 Implementation Scope

- HBT understand that Swastik has done internal assessment with respect to E invoicing compliance guidelines from Government and accordingly & requested Highbar to propose E Invoicing & E Way billing compliance approach for their business in Phased manner as given below:

Phase	Company Details	Organization scope	Remarks
Phase 1	Swastik Constructions	Legal Entity – 1 GSTN – 01	Backend ERP is SAP S/4 HANA

- Swastik Constructions also wants bank interface to be done with SAP system for 1 bank covering Accounts Payable scenario.
- Additionally Swastik Constructions would like to implement SAP Quality Management (QM) module.

Expectations from Desired Solution are as follows:

The E-Invoice solution must have self-service portal and key MIS reports/dashboards for compliance perspective. Solution must support Real time as well as Batch processing of Invoices integrated to SAP through SFTP/API mechanism. Flow of IRN data to the SAP S4/HANA system. Functional coverage of Invoices, Credit Notes, Debit Notes for B2B scenarios. System to have necessary Controls, Validations, Approval workflows and Segregation of duties (SOD).

Phase 1:
- Real time E-Invoice & Bank Interface solution for 01 company - Total 01 GSTIN
- Configuration of IRN for the above companies/GSTINs
- Application of necessary patch/technical note for IRN in SAP S/4 HANA
- Configuration and development for incorporation of IRN related fields in SAP Database for Swastik Constructions construction business
- Integration of E-Invoice Portal and SAP S4/HANA systems to ensure seamless data flow
- Incorporation of IRN fields on 01 SAP Smart form.
- All configuration and programming on E-Invoice Portal and SAP S4/HANA system including ABAP related developments
- Unit Testing of the SAP Smart forms covering necessary business scenarios

- Issue resolution of all Bugs & Issues raised during User Acceptance Testing (UAT) by business team
- Self-explanatory user manual along with screen shots and instructions for the end users
- Functional and Technical documentation of the solution
- End user training and hand holding
- Go-Live
- Post Go-Live support for 02 weeks.
- Knowledge transfer to the SAP Application Support Partner

Phase 2:

Implementation of Quality Management (QM) module to the existing processes mapped for Swastik Constructions.

The QM application component supports tasks associated with quality planning, quality inspection & quality control. In addition, it controls the creator of quality certificates & manages problems with the help of quality notifications.

- Master data
- Incoming raw material quality inspection
- Inspection check lists
- Information system

The following components are part of scope in QM:

- Basic data (for example material master, catalogs, inspection characteristics, inspection methods, & quality control)
- Inspection planning (inspection plans, reference operation sets, material specifications)
- QM in procurement
- Inspection lot processing (inspection lot creation & inspection lot completion)
- Recording results
- Defects recording
- Quality notifications

5.0 E-Invoice / Bank Interface Proposed Solution Approach

On review of the engagement expectations, HBT propose following Solution Approach for Swastik Constructions to be E invoicing & E Way Billing compliant for the scope detailed above, in Phased manner:

- Highbar's Value proposition leveraging which, Swastik Constructions Limited existing SAP Land scape will be Interfaced with E Invoicing Solution Providers portal with suitable Interface approach.

- HBT proposes to start this engagement at the earliest in order to carry out design & deployment of this Interface in 08 (Eight) Weeks followed by 02 (Two) weeks of Post Go Live Support, making this as total 10 (Ten) weeks Engagement for Phase 1.

- End to End Integrated Solution set will involve:
    - **E Invoicing Solution Provider Set up:** Setting up E Invoicing Solution Provider Portal & application by appropriate vendor for Swastik Constructions As discussed, E-Invoicing Solution Provider will be providing these E Invoicing & E waybill Compliance service and related proposal separately. Swastik Constructions is responsible for all the scope activities carried out by E Invoicing solution proposed.

- Primary prerequisite here is that Existing SAP Solution set is fully operational for respective processes for business in scope.

- HBT Implementation team would be working from Onshore-Offshore for this design & deployment of required solution set. Swastik Constructions team would need to provide required access to SAP Land scape for this Implementation duration so that end to end solution is accordingly deployed in Swastik Constructions SAP Land scape. As far as Training goes, Highbar Team would coordinate with Swastik Constructions Team and will train their Core Users before Go Live. Highbar would ensure required training is Imparted to Core team members from Onsite + Offshore model. For training core team or any other work for this project,

- HBT in coordination with E Invoicing Solution provider & Swastik Constructions team would ensure end to end solution is designed & deployed as per timelines proposed.

Solution Architecture for E Invoicing & E Way Compliance
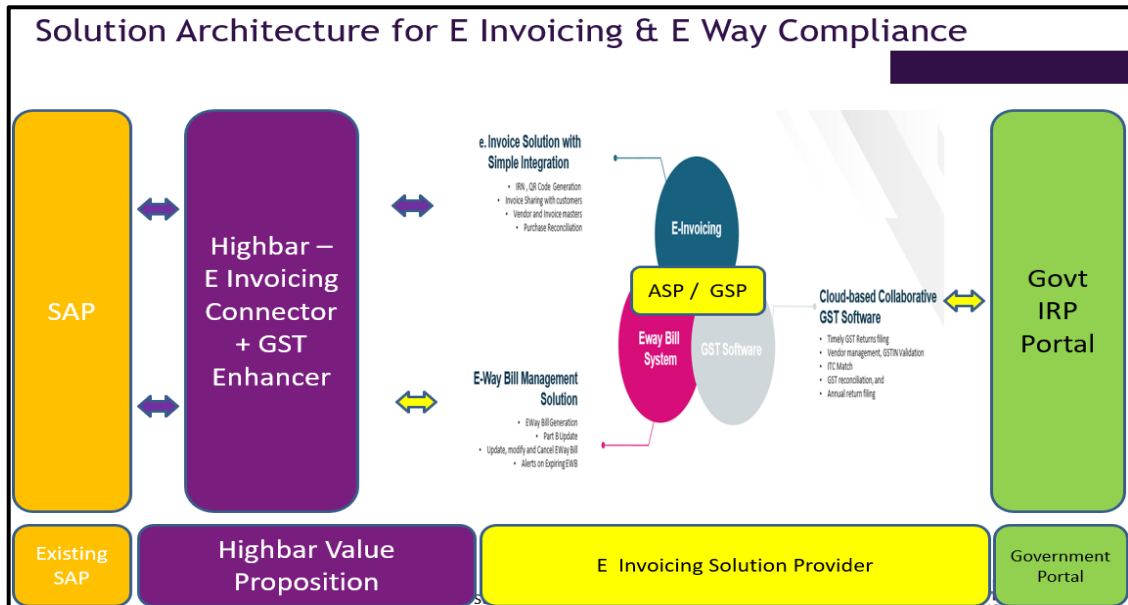
5.1 Phase 1 – Design & Deploy E Invoicing Interface & Support post Go Live

As a part of Phase 1 deployment activities, Highbar will leverage its E invoicing solution & detail the final design for the same on to existing SAP Land scape so that, agreed Invoices / Credit notes / debit notes becomes "E Invoicing Compliant". With this approach, required Invoices, debit notes & credit notes from 01 Legal entity from Swastik Constructions could be enabled for Compliance w.r.t E Invoicing & E Way billing through E Invoice solution provider portal.

Details of the activities proposed in this Phase are as follows:

- E Invoicing Solution Provider will provide all the details of APIS required for interfacing SAP with their solution portal. Here Highbar's E Invoicing solution is compatible with these interface APIS from E Invoicing Solution Provider / Government approved Service Providers.

- Swastik Constructions Single Point of Contact will provide Invoice / credit notes / debit notes data from their existing SAP system for eligible Invoices in excel format at the start of the Engagement & also provide list of company codes & related GSTN Nos for which E Invoicing & e way billing needs to be enabled.

- Swastik Constructions core team would also provide various invoice, credit, debit note document types used in their system wrt processes so that system can be set up for extraction accordingly.

- HBT will analyze data as provided by Process teams and the Input format from E Invoicing Solution Provider.

- Interface would be completely based on APIs provided by E Invoicing Solution provider and for E Invoicing & E Way billing requirements Only.

- As per HBT's understanding there are @ 200 odd fields in the Input format from E Invoicing Solution Providers with @ 50 to 60 odd data fields are mandatory & balance 140 to 150 odd field data are Optional which will be used in reports from E Invoicing solution providers application.

- In addition to above, Highbar would like to inform that there are three Interface approaches possible & they are:
  - **Real Time batch upload:** System driven data extraction from SAP & uploading to E Invoicing Solution provider portal at agreed frequency every day
  - **Using SFTP Approach:** System driven data extraction from SAP & uploading to designated location using SFTP approach & uploading / Pulling the same by to E Invoicing Solution provider post approval every day
  - **Real time interface:** Once transaction is posted in SAP, all the eligible transactions would be directly updated to E Invoicing solution providers portal in real time.

- HBT would carry out Pros & Cons analysis in coordination with Swastik Constructions & E Invoicing solution provider in first week to finalize on to the interface approach & accordingly take up further design & deployment work for this Engagement.

- In this approach, HBT has considered involvement of SAP FI, SD & ABAP skill sets Only.

- HBT has also provisioned for amendment of 1 with respect to updating the same with E Invoicing related data in existing SAP as a part of this engagement.

- Any development Object beyond these provisioned Objects would need to be paid separately by Swastik Constructions as additional Price.

- All the derivations as required to fulfill mandatory fields required for E Invoicing filing would be part of this Interface & we have not provisioned for any process changes, enhancements in scope other than Interfacing Swastik Constructions s SAP with E Invoicing portal.

- Swastik Constructions to ensure the Accuracy & Correctness of the data provided & derived as stated above.

- Most Importantly this solution covers E Invoicing & E Way billing related activities & Swastik Constructions would continue their GSTR Filing the way they are

currently doing as GST Report filing enablement was kept out of scope for this engagement by Swastik Constructions team.

- Highbar's Team consisting of SAP FI, SD & ABAP would take up the activities required for this engagement predominantly from Offshore (Highbar's Head office). They would be there at Swastik Constructions 's Head office Onsite as agreed with Swastik Constructions 's SPOC for this Implementation.

- Highbar would Provide User manuals in coordination with Swastik Constructions Core Team & E Invoicing Solution provider & also Train Swastik Constructions Core team as detailed in this proposal. Highbar proposes to follow Train the Trainer approach & in coordination with E Invoice solution provider, will ensure, Swastik Constructions Core team is trained on the end-to-end process deployed and Swastik Constructions Core team takes up further training for End users under guidance from Highbar & E Invoice Solution provider.

- Highbar will also deliver the project documents as a part of deliverables at Go Live & and at the End of the Support as detailed in this proposal.

- As a part of Post Go Live Support – Highbar will provide support period of 02 weeks for Phase 1 & all the tickets / issues reported would be resolved / coordinated by offshore support team.

- Highbar will also provide Knowledge transfer to Swastik Constructions support partner including walk through of the project documents.

5.2   E Invoicing Solution Providers Scope for Integrated Solution

Proposed Solution architecture for E Invoicing compliance also has various activities to be taken up by E Invoicing Solution provider. Some of the key activities would be as given below:

- E-Invoicing Solution provider to be arranged by Swastik Constructions. The same is not considered in HBT scope of work.

- E Invoicing Solution Provider will need to provide required APIs for this Interface so that HBT will review the same wrt Interface prepared.

- E Invoicing Solution provider would be taking up - all the key activities like setting up required admin, user roles for Swastik Constructions for their E Invoicing solution requirements.

- All process to be followed for enrolling required GSTN onto IRP for generating E Invoices & E Way bills, would be guided & monitored by E Invoicing solution provider.

- E Invoicing solution provider to also enable manual upload of data onto their portal for getting E Invoice data for invoices & accordingly train Swastik Constructions team for the same.

- Training to Swastik Constructions Process team for using the Portal for their E Invoicing activities.

- All possible ways for handling errors while uploading the data into portal.

- Align their team for deployment in agreement with Swastik Constructions so that all stake holders involved – Swastik Constructions, Highbar & E Invoicing Solution Provider will plan this deployment in such a way that Swastik Constructions is ready for E Invoicing in Time.

- Once data is uploaded on to E Invoicing Solution providers Portal, further process of taking that information to Government IRP Portal & getting the E Invoicing compliant details back for each of such Invoice would be part of E Invoicing Solution Provider scope.

- Provide standard Invoice print for all types of Invoices from Swastik Constructions with all the required Data for the each of such Invoice to be E Invoicing Compliant.

- For taking this information to SAP, again E Invoicing Solution Provider would need to provide require APIs & HBT Will work with the same to update SAP with such information.

- Swastik Constructions will be free to decide E Invoicing filing approach & also evaluate their partner for this engagement & HBT will work with them to ensure the end deliverables are met & expect them also to also abide with timelines accordingly.

- E Invoicing Solution provider would need to validate the above stated activities & also add missing activities, if any in this approach so that End to End solution is in place for Swastik Constructions for scope as requested for Phase 1 respectively.

5.3   Bank Interface Solution

As part of scope, HBT proposes to integrate proposed SAP Solutions with below provided business vertical wise third-party applications. The data flow between different applications from functionalities perspective and the exact interface approach (Realtime or Batch Mode - Upload / Download approach) will be discussed & finalized based on the exact fields to be interfaced for the required areas in line with product features & technical feasibility (API's / Connector's availability) form existing third party applications during the explore / blueprint phase. However, HBT has summarized following key integration points between SAP & 3rd Party systems:

Sr. No.	Third Party Applications	Business Process	Planned Interface data
01	Bank Host to Host (up to 01 banks)	1. Banks interface will be in scope for account payables.	1. Bi-directional data transfer 2. Account receivable interface is not provisioned for here.

5.3.1 Proposed Interface Approach

Client needs to ensure availability of all of above third-party applications vendors for interface design as per project plan for this engagement and also get required APIs for the interface design and also during testing & UAT. HBT presumes that all these applications would be up and running so that the required interface can be designed and deployed as per plan for this engagement. Any delay in application readiness, availability of third-party vendor, APIs would impact this engagement & in such case, Client would need to additionally compensate HBT for such delay in project. Also, for any direct interface, non-availability of API's or due to any technical capabilities within applications, then HBT will recommend Batch upload method. All FRICE objects required to develop the interfaces are part of proposed FRICE objects.

5.3.2 Proposed Interface Approach

Interface Approach:

- Data is transferred either in online (real time) or offline (in RFC / batch mode) method.
- For batch mode, Client to provide FTP server for data storage and transfer.
- Identify & agree on data to be mapped, decide on development / existing data.
- Evaluate & integrate SAP Solution, non-SAP applications framework
- Activate components in SAP ERP for identified scope.
- Host identified data on non-SAP applications.
- Configure authorization matrix.
- Unit Testing by HBT team
- System Integration Testing & User Acceptance by Client team

Interface Assumptions:

- As a part of such interface design, any work to be done in third-party systems would need to be taken up by respective third-party system vendor.

- HBT will co-ordinate for end-to-end interface design and would consume APIs from these third-party vendors and complete the interfaces accordingly.

- HBT has proposed the above processes to be interfaced between SAP and third-party applications based on the business requirements during various discovery sessions with Client business team. Identified requirements will be interfaced using SAP Integration / CPI or upload / download programs.

- The exact fields to be interfaced for the above-mentioned areas need to be decided in line with product features & technical feasibility.

- The customized objects required to cover the solutions would be counted as FRICE objects and would be taken up w.r.t provisions as stated for FRICE objects for this engagement under section 'FRICE Objects'. In case the required customizations / technical objects go over and above provided by HBT as provided here in above, the same would be assessed, addressed in separate engagement after this project implementation as a separate engagement at additional cost.

- For batch upload / download, SAP program/s can be scheduled once daily or as decided by Client team to receive the data.

- If the applications being used are with multiple make / models, then efforts for building interface will be considered additional and will be part of proposed FRICE objects.

- Since Third Party Application's and SAP are not directly connected, data transfer will take place via available API's. It's the client's responsibility to provide the required APIs from Third Party Applications. If in case of non-availability of APIs, then interface using upload / download will be provided. Client to provide FTP server for data storage and transfer in such case.

5.3.3 Interface Scope Exclusions

- Any other applications other than as mentioned in above scope.
- Any modifications /changes in third party applications
- All issues related to Hardware & Network
- Any software / Third party applications, Hardware & networking cost
- Procurement of infrastructure, hardware and networking

5.4 FRICE Objects

As part of scope, HBT proposes the following FRICE objects for E-Invoicing, E-Way Billing & Bank Interface solution.

Phase 1: Total FRICE Objects	Simple	Medium	Complex	Total
Enhancement		10		10
Form		02		02
Conversion		**01**		**01**
Total objects				**13**

Utilization of existing ABAP objects:

- Client team to provide existing BBP, functional specifications, technical specifications, and related documents for these objects at the start of the engagement
- Any additional development beyond above proposed objects would need to be accessed w.r.t delivery timelines & will be taken up as additional work / CR post approval from client and as agreed for delivery timelines. Here all such additional developments beyond proposed Objects would impact proposed deliverable & timelines & hence delivery of the same would be agreed with client before taking up the same.

Proposed developments will be delivered during the course of the projects starting from realization to post go-live support phase; details of delivery period will be worked out after requirement gathering is finalized.

The numbers of development objects mentioned above is based on the assumptions that minimum number of developments which are required to cover end to end business processes under the current scope received from CLIENT and also based on our experience working with similar organizations and industries and based on SAP Bill of Material received from CLIENT. However exact numbers of development Objects required may vary based on detailed blueprint discussion phase and client expectations on various development objects and controls required in the current implementation. Any such additional development objects will not be covered under the provisional scope.

For defining this scope all the above developments have been classified into levels of complexity as High, Medium, Low based on the ABAP efforts (man day's).

- High Complexity – Needs effort of up to 08 ABAP man days.
- Medium Complexity – Needs effort of up to 06 ABAP man days.

- Simple / Low Complexity – Needs effort of up to 03 ABAP man days.

Any GAP identified & shortlisted if involves multiple development objects (FRICE) then the same technical developments to be bifurcated in to FRICE break up & counted separately. Any FRICE which requires more than 08-man day efforts for development would be treated separately at additional cost or will be counted as multiple FRICE. Any Customized object, if it is impacting or requires SAP Source code change would not be taken up as customized objects. Enhancements considered here are with the help of SAP standard user exits.

In case the required customizations / technical objects go over and above provided by HBT as provided here in above, the same would be assessed, addressed in separate engagement after this project implementation as a separate engagement at additional cost.

Development / Customization Process:

The gap between the business requirement and availability of functionality in SAP will determine the reporting, conversions, enhancement, interface, workflows and forms (FRICE) requirements. As far as possible, HBT Consultants would review the need for developments, and such developments would be to the minimal possible extent.

Technical team from HBT will undertake the following tasks:

   a. Carry out the identified enhancements, development, interface and reporting requirements.

   b. Testing of the developments

   c. Document the procedures for implementing and maintaining, developments and enhancements.

Functional Team would in turn test such developments with sample data & then release these objects for core team testing & validation. HBT would be taking up such developments work on finalization of functional requirements for the same & post such approval & finalization of functional requirements of developments, any change in the requirement logic would then be termed as scope change & would then follow scope change mechanism.

5.5   Proposed timelines for this engagement

- Proposed timelines are as follows:
    - Solution Detailing & Finalization of Interface: 01 week
    - Design & deployment of required Interface: 06 Weeks
    - Final Preparation & Go Live   01 Weeks
    - Post Go Live Support: 02 Weeks

- Total: 10 Weeks
- E Invoicing Solution provider & TPV (Banks) would need to align their implementation resources as per proposed timelines to ensure the Interface is designed jointly & accordingly respective partners take up their work to ensure end to end solution is deployed as per proposed times lines for Swastik Constructions.

Sr. No:	Milestone	Total Timelines	Start Week	End Week
01	Requirement gathering	1	0	1
02	Realization	6	1	7
03	Final Preparation /Go Live	1	7	8
04	Post Go Live	2	8	10
Total Timelines		10 weeks		

5.6   Out of Scope for Highbar for this engagement

- E Invoicing Solution Provider Portal (This would be part of E invoicing solution provider scope), ASP GSP Services
- Any Interfaces inbound / outbound with SAP or any other Application for GSTR Filing
- Any configuration, FRICE W Development within SAP except Smart form modification for E Invoicing
- Any modifications in Non - SAP applications
- Data Cleansing or correcting data in excel or in any application
- SAP Basis & system admin related work
- Master data or Transaction posting or corrections in any data in existing SAP / NON SAP Applications
- Solution manager implementation
- Interfacing with Government IRP Portal directly from existing SAP of Swastik Constructions.
- Training on subjects other than that relevant for Client's e-Invoicing related enhancements
- All issues related to Hardware & Network
- All issues related to ASP / GSP / E Invoicing services (This would need to be taken up by E Invoicing solution provider)

- Use of any language other than English for communication & documentation
- Changes to any solution set up due to changes in legal regulatory laws after Solution Design sign off
- Any software / Third party applications, Hardware & networking cost
- Any changes in Scope Organization structure due to mergers once the project starts. In case the same is required then HBT would provide additional price & timelines for doing the same (considering then state of the project) & the same can be taken up as additional engagement.
- Any Real time interface / integration with any third-party application other then what mention in the scope.
- Any Development object requiring and or impacting SAP Source code change
- Procurement and installation of infrastructure, hardware and networking
- Procurement and installation of servers and other system requirements
- Compatibility of existing Peripheral systems like Printers, fax machines etc., with systems implemented by HBT
- Installation of Operating Systems (OS)
- System Volume and Stress Test, Benchmarking tests pertaining to hardware
- Post Go live System administration & back up services
- System administration and performance tuning at OS/DB and network levels
- Enhancements/Modifications to 3rd party, Solution Manager applications
- Benchmarking Tests
- Network design (WAN, LAN) and related infrastructure for connectivity
- Manage telecommunications facilities and network
- IT organization and governance related issues
- Manage the legacy applications in the interim
- Licenses for any interface software
- Changes to any Third-party software

5.7 Engagement deliverables from Highbar

- Functional & Technical Specifications for Interface automation in scope
- Interface Design document
- Functional & Technical Specifications for Modifications in SMART Forms for Invoices
- Training document pertaining to this scope
- Issue resolution track sheet
- Knowledge transfer to Core team & authorized support partner for scope deployed

5.8 Completion Criteria

Deliverables will be complete when HBT team has completed the implementation tasks and accepted by Swastik Constructions as per acceptance procedure defined in this proposal.

6.0 QM - Proposed Engagement Approach

6.1 Project Governance

HBT & Client has agreed for implementation of QM solution using best practice approach. This approach is based on rolling out existing implemented solutions in multi-phases. Each phase builds on the preceding phase. The methodologies have been proven across client engagements.

HBT brings this methodology with modifications to meet specific objectives like,

- minimized time frame,
- optimize business team involvement

Project Preparation

- Detailed project plan
- Resource mobilization

Explore

- Requirement gathering
- Preparation of Business Blueprint document
- Gap analysis
- Finalization of Business Blueprint

Realization

- Configuration & Unit testing
- Listing of critical business scenarios
- Unit testing, System Integration Testing
- User Acceptance Testing i.e., end to end business processes testing by Client business team
- Submission of Test scripts.

Final preparation and Go-Live

The final phase before going live defines process of transitioning from legacy system to the new SAP System. The organization needs to plan, prepare, and execute legacy systems/data cut off to ensure smooth transition to newly planned SAP systems (as applicable in the scope). Examples of final preparation phase activities are:

- Master data and cutover data (if any) download / compilation
- Production server is made ready by transferring all the transport requests (configuration, customization / workbench) from quality server
- Client specific configurations done if any

- Master data and cutover data (if any) mass upload

The uploading of all the relevant data is normally targeted on the production server in 3-4 days period. Once fixed date is chosen, all the targeted daily/routine transactions (in SAP) for the next 3-4 days is held back (interim period or blackout period) & after the production system is ready with all the configurations & data, then targeted backlog transactions of these 3-4 days entered manually by business team. Post completion of this activity, current date transactions will be resumed on.

Apart from above-mentioned process, other key activities are as follows:

- Authorization testing
- Go-live approach finalization
- Conducting end user training
- Go Live

HBT & Client has agreed a structured plan for QM module to be taken on SAP. Client Core team is requested to provide required cut over data & master data for companies in scope as per detail project plan, which will be submitted by HBT Project manager during project preparation phase. In case, if client core team provides complete cutover data but for the part of the total scope of "Planned Go live", then "Planned Go live" will not be delayed for any non-availability of cutover data for balance scope. In such case the "Planned Go live" with complete data of part scope will be done as per original plan & balance scope then need to be done by client, HBT would provide guidance from Offshore till the time the engagement is on as defined in this SOW.

In case "Planned Go live" is delayed due to non-availability of data, information, users etc., from client side, then client needs to additionally compensate for such delay to HBT. In such cases HBT's payment milestones will not be linked to such delays from client side.

Cleansed master and cutover data need to be provided by Client team in excel format. HBT team to assist in filling the data in upload templates. Any data validation will be of Clients scope. Final upload in Production system would be done by HBT team. Before such final upload, upload programs prepared by HBT would be tested using sample data & once such cutover data is validated & approved by Client Core team then only such final master & cutover data would be uploaded in Production system

Post Go Live system support

- Knowledge transfer to support team

6.2 Proposed timelines

- Proposed timelines are as follows:
    - Prepare & Explore   02 Weeks
    - Realize - Unit Testing, UAT, Customization   04 Weeks
    - Final Preparation & Go Live   02 Weeks
    - Post Go Live Support: 02 Weeks
    - Total: 10 Weeks

Sr. No:	Milestone	Total Timelines	Start Week	End Week
01	Prepare & Explore	2	0	2
02	Realize	4	2	6
03	Final Preparation /Go Live	2	6	8
04	Post Go Live	2	8	10
Total Timelines		10 weeks		

6.3 FRICE Objects

As part of scope, HBT proposes the following FRICE objects for Group Reporting solution.

Phase 1: Total FRICE Objects	Simple	Medium	Complex	Total
FRICEW	0	5	0	5
Total objects				5

Utilization of existing ABAP objects:

- Client team to provide existing BBP, functional specifications, technical specifications, and related documents for these objects at the start of the engagement

- Any additional development beyond above proposed objects would need to be accessed w.r.t delivery timelines & will be taken up as additional work / CR post approval from client and as agreed for delivery timelines. Here all such additional developments beyond proposed Objects would impact proposed deliverable & timelines & hence delivery of the same would be agreed with client before taking up the same.

Proposed developments will be delivered during the course of the projects starting from realization to post go-live support phase; details of delivery period will be worked out after requirement gathering is finalized.

The numbers of development objects mentioned above is based on the assumptions that minimum number of developments which are required to cover end to end business processes under the current scope received from CLIENT and also based on our experience working with similar organizations and industries and based on SAP Bill of Material received from CLIENT. However exact numbers of development Objects required may vary based on detailed blueprint discussion phase and client expectations on various development objects and controls required in the current implementation. Any such additional development objects will not be covered under the provisional scope.

For defining this scope all the above developments have been classified into levels of complexity as High, Medium, Low based on the ABAP efforts (man day's).

- High Complexity – Needs effort of up to 08 ABAP man days.
- Medium Complexity – Needs effort of up to 06 ABAP man days.
- Simple / Low Complexity – Needs effort of up to 03 ABAP man days.

Any GAP identified & shortlisted if involves multiple development objects (FRICE) then the same technical developments to be bifurcated into FRICE break up & counted separately. Any FRICE which requires more than 08-man day efforts for development would be treated separately at additional cost or will be counted as multiple FRICE. Any Customized object, if it is impacting or requires SAP Source code change would not be taken up as customized objects. Enhancements considered here are with the help of SAP standard user exits.

In case the required customizations / technical objects go over and above provided by HBT as provided here in above, the same would be assessed, addressed in separate engagement after this project implementation as a separate engagement at additional cost.

Development / Customization Process:

The gap between the business requirement and availability of functionality in SAP will determine the reporting, conversions, enhancement, interface, workflows and forms (FRICE) requirements. As far as possible, HBT Consultants would review the need for developments, and such developments would be to the minimal possible extent.

Technical team from HBT will undertake the following tasks:

      d. Carry out the identified enhancements, development, interface and reporting requirements.

      e. Testing of the developments

      f. Document the procedures for implementing and maintaining, developments and enhancements.

Functional Team would in turn test such developments with sample data & then release these objects for core team testing & validation. HBT would be taking up such developments work on finalization of functional requirements for the same & post such approval & finalization of functional requirements of developments, any change in the requirement logic would then be termed as scope change & would then follow scope change mechanism.

6.4   Phase wise responsibilities

Project Phase	HBT Team	Client Core Team
Project Preparation		
Detail Project Plan	Primary	Assist
Project Preparation Phase Sign-off	Assist	Primary
Explore		
Requirement gathering	-	Primary
Prepare Business Blueprint document	Primary	Assist
Gap analysis	Primary	Assist
Finalization of Business Blueprint	Primary	Assist
Realization		
Configuration of business process	Primary	Assist
Conducting Initial Testing i.e., Unit Testing for IMG validation	Primary	Assist
ABAP development objects final testing / Sign off (Parallel activity during 'Realization' phase)	Assist	Primary
Business scenario preparation and conducting final Integration testing	Assist	Primary
Prepare Authorization Matrix	Assist	Primary
Test User Authorizations	Primary	Primary
Realization Phase Sign-off	Assist	Primary
Final preparation & Go Live		
Preparing cutover/transition strategy	Primary	Assist
Conduct end user training	Assist	Primary
'Go-No Go' decision	Assist	Primary
Master data download / compilation	Assist	Primary
Master data mass upload	Jointly	Jointly
Cut Over data download / compilation	Assist	Primary
Cut Over data mass upload	Jointly	Jointly
Confirm system readiness for Go live	Jointly	Jointly
Go-Live	Assist	Primary

Final preparation and Go-Live phase sign off	Assist	Primary

6.5 Project Deliverables

Sr. No	Milestone	Services	Deliverables
1.	Project Preparation	• Project Planning • Resource Mobilization	• **Project Plan**
2.	Explore	• Requirement gathering • Business Blueprint • Gap analysis	• **Finalized business blueprint document** • **Finalized ABAP objects**
3.	Realization	• SAP Configuration & Testing Configuration/ Customization (As per existing SAP system) • Technical development of ABAP custom objects i.e., modifications of objects as required • Unit testing & Defect management • ABAP developments testing on the development client (ongoing activity during realization phase) - by HBT and by client • User ID review jointly with client • Assist during User Acceptance Testing by Client team	• **Unit test result documentation** • **Final master data templates (if any)** • **Data migration strategy** • **SIT Scenario's and Test Script of the scenarios / Objects as agreed in Explore phase.**
4.	**Final Preparation & Go Live**	• Transition strategy execution and it is monitoring • Roles & Authorization Testing & Production Transport • Production build – Functional and Technical requests transport • Production readiness assessment • Support for end user training • Go Live	• Master data upload programs (if any) • SAP Authorization matrix • Cutover Plan • Sample master data upload validation • Sample cut over data upload validation

6.6 Out of Scope for Highbar for this engagement

SAP QM Solutions will be implemented for the given SAP S/4 HANA Public Cloud Solution Components / functionalities under each legal entities as proposed in this document. Any SAP specific solution extension for the business functions in a legal entity (which are not covered in this proposal) will be dealt with Change request mechanism process. Below activities are not provisioned as part of the proposed engagement. However, if Client intends for any activities to be part of engagement, the same can be taken up under Change request mechanism.

• Implementation of SAP modules & functions other than the ones mentioned as part of scope and any other sub-components other than the ones mentioned above for respective modules of SAP.

• Changes to any legal regulatory laws after Blueprint document finalized

• Any change in SAP Organization structure due to mergers once the project Explore phase starts and also any change in finalized to-be process, reports, controls, forms etc., In case the same is required then HBT would provide additional price & timelines for doing the same (considering then state of the project) & the same can be taken up as additional engagement.

• Proposed SAP solution rollout / implementation to any other business units, projects, non-group establishment or other business units other than as mentioned in in-scope above.

• Training on subjects other than that relevant for this engagement

• Any Real time interface / integration with any third-party application

• Any Portal development on SAP platform (Customer Portal, Vendor Portal)

• Any Development object requiring and or impacting SAP Source code change.

• Enhancements/Modifications to 3rd party, Solution Manager applications

• Any historical data migration

• Offline working in SAP / Offline Apps

• Any software / Third party applications, Hardware & networking cost

• Post Go Live System administration & back up services.

• IT organization and governance related issues

• Manage the legacy applications in the interim

• Licenses for any interface software

• Hardware, Software Licenses. All required licenses need to be procured by Client and made available to HBT before start of the engagement

• Reframe or establish IT processes within client organization

- Use of any language other than English for communication & documentation

6.7 Completion Criteria

Deliverables will be complete when HBT team has completed the implementation tasks and accepted by Swastik Constructions as per acceptance procedure defined in this proposal.

7.0 Assumptions

The validity of this document is based on the assumption that the scope of work stated above is considered as a bundle package as per agreed approach mentioned in this document.

- Services will commence after a signed Statement of Work, Contract and Terms of Business is in place. Services are estimated to begin on a date mutually agreed upon between Client and HBT.

- HBT would require Minimum 2 Weeks for mobilizing post formal Order / LOI along with initial payment.

- Client will be responsible for the Organization Change Management (OCM) across Client business units considered in this scope to manage business change which may result from implementing these enhancements

- One of the HBT functional resources shall act as Project Coordinator from HBT side. In addition, HBT Program Manager will be monitoring project along with project coordinator.

- All the responsible stakeholders from Client for this engagement work will be available at implementation base location as planned & as required throughout this engagement.

- Any travel outside the implementation base location for any type of project work will be first evaluated jointly by both Project Managers (HBT & Client) on need basis, and its impact on planned schedule, the decision will be taken keeping priorities for project goals & deliverables. Client will be taking care of all the expenses (e.g. travel, food, accommodation, per diem etc.,) required for such visits for all the HBT consultants. If any additional resource from HBT is required to be deployed for such assignments, then the same will be charged additionally as per agreed Man day rates to Client. For the current scope, HBT has not provided for multiple resources of same skill set.

- Client will provide and arrange for accommodation, food and local conveyance to the HBT consultants deployed at the project location

- Resolution of issues which require escalation will be tackled with Escalation Procedure as detailed in this proposal.

- Any services not stated above will be dealt through change request mechanism as per process for scope change mechanism stated in this document

- Any delay occurring on account of non-availability of Client person / E Invoicing solution provider or non-availability of required information / data / decisions from Client as per the schedule; all costs arising out of such delays would be borne by Client additionally.

- HBT had estimated these efforts based on consideration that "No Third Party" is involved in this implementation process for validation or evaluation by Client. All deliverables will be submitted to Client single point of contact i.e. PM & acceptance for the same would be as per acceptance procedure defined in this proposal.

- HBT will not modify the setups or configurations within SAP on account of business mergers or demergers or other such ongoing strategic activities

- If Client & HBT agrees to increase the involvement, the extra effort will be charged as per mutually agreed man-day rates of the consultants

- Selection & Deployment of HBT Resources (type of resource, onsite / offsite deployment) for this Engagement would be responsibility of HBT Delivery Head.

- Client will take responsibility for testing and validating the delivered business processes.

- HBT will use the "Train the Trainer" concept & will train the core team members. The subsequent training to intended users from operations would be responsibility of Client's core team.

- HBT will not be responsible for accuracy and correctness of data provided by client.

- Client will provide the training room, projector with all required infrastructure like sitting arrangement, Computers, telephone connections, conference room, SAP, Tally connectivity on LAN, net connectivity etc., for HBT Team.

- Required Hardware should be made available by Client to HBT for this engagement before start of the engagement

- All project communication & documentation will be in English language only.

- The Client will not offer employment directly nor otherwise to HBT's staff associated with this Project for a period of one year from completion of this Project.

- The Proposal/SOW constitutes the entire understanding between the parties with respect to the subject matter of the Proposal/SOW. It shall supersede all prior correspondence to the extent of inconsistency or repugnancy to the provisions of the Proposal/SOW. Any modification of the Proposal/SOW shall be affected only by a written instrument signed by the authorized representative of both the parties.

8.0 Fees & Payment

8.1 Professional fees

HBT is pleased to offer, Professional fees as per details given herein below, for this engagement on a fixed price basis for the scope as outlined in this proposal,

Phase 1: Highbar's Value proposition for E-Invoicing, E-Way Billing & Bank Interface

Sr. No.	Implementation Details	Professional Fees in INR
1	Professional Fees for scope Implementation by Highbar as detailed in this proposal	INR 21,75,000/-
Professional fees (INR)		**INR 21,75,000/-**

(Indian Rupees Twenty-one Lakh Seventy-five Thousand Only)

Phase 2: SAP Quality Management solution implementation

Sr. No.	Implementation Details	Professional Fees in INR
1	Professional Fees for scope Implementation by Highbar as detailed in this proposal	INR 8,25,000/-
Professional fees (INR)		**INR 8,25, 000/-**

(Indian Rupees Eight Lakh Twenty-five Thousand Only)

8.2 Commercial terms

- Professional fees are for SAP E-Invoicing, E-Way Billing & Bank Interface Solutions Implementation engagement are exclusive of Software Licenses, AMC on Licenses, Hardware & Networking costs.
- HBT will invoice based on the payment schedule Proposed in this document
- Client will provide certificates for the tax deduction effected.
- The professional fees proposed does not include any statutory charges & taxes / levies. All the statutory charges, Taxes & Levies will be billed at actuals along with HBT Invoice & Client will need to pay the same as per actuals to HBT.
- Client will pay to HBT within 07 days of invoicing. Any delay in payment will be charged at 2% per month of outstanding amount.

- Swastik to arrange for Accommodation, Food and Local conveyance for HBT Onsite Project team, free of cost for this engagement
- Above said implementation fees is based on the assumption that Client will consider the entire services (as detailed in the proposal) as a bundle package and will decide for entire services in one go. If Client decides on partial scope of work or services, HBT will have to rework the proposal and submit according to Client's decision.
- HBT has not envisaged any major breaks / major holidays in this Implementation, AMC approach & plan. Timelines proposed in this proposal are considered in continuation. In case if client needs any specific major breaks / major holidays in this implementation plan (due to which the total project timeline might be extended), then client needs to additionally compensated (as mutually agreed) for such breaks to HBT.
- If at any point of time Client decides not to take any part of balance services, HBT deserves the right to charge the compensation up to 30% of the balance amount.
- Any outstation travels outside implementation base location then the same needs to be arranged by Swastik Constructions, Free of Cost, for HBT Team along with all other indirect expenses like Travel, Local conveyance, Food, Accommodation, per diem (INR 750) etc., during the engagement as detailed above.
- In case of any change in scope of services, the financial implications of the same shall be mutually discussed and agreed between Client and HBT. The Contract Price mentioned in this Proposal shall be revised and modified to that extent.
- This Proposal will be referred as Statement of Work (SOW).

8.3 Payment terms

HBT proposes Invoice plan as given below for this engagement:

Phase 1: Highbar's Value proposition for E-Invoicing, E-Way Billing & Bank Interface

Sr. No	Billing Milestone	% of Professional Fees	Amount
1	Project Initiation along with LOI	10%	2,17,500
2	On Requirement gathering	20%	4,35,000
3	On completion of UAT	35%	7,61,250
4	On Final Preparation & Go Live	25%	5,43,750
5	On completion of Post Go Live Support	10%	2,17,500
	Total	**100%**	**21,75,000**

Phase 2: **SAP Quality Management solution implementation**

Sr. No	Billing Milestone	% of Professional Fees	Amount
1	Project Initiation along with LOI	10%	82,500
2	On Requirement gathering	20%	1,65,000
3	On completion of UAT	35%	2,88,750
4	On Final Preparation & Go Live	25%	2,06,250
5	On completion of Post Go Live Support	10%	82,500
	Total	**100%**	**8,25,000**

8.4 Out of Pocket Expenses

Client to provide for following out of pocket expenses for HBT Project team during Implementation:

1. Any out station travels outside implementation base location then the same needs to be arranged by Swastik Constructions for HBT Team along with all other indirect expenses like Travel, Local conveyance, Food, Accommodation, per diem (INR 750) etc., during the engagement as detailed above.

2. Client to also pay any tax component required for such Per diem payments for HBT.

9.0 Process for Scope Change

a) A Project Change Request (PCR) will be the vehicle for communicating the change. The PCR must describe the change, the rationale for the change and the effect the change will have on the project. The PCR will be raised on the basis of the Issue Log maintained throughout the duration of the project. HBT will be the administrator of the Project Issue Log and will discuss all open issues and resolution mechanisms with the Client project manager. In the event that the resolution mechanisms suggested are not acceptable to Client, and there is a need to address the same, this will be tracked in as a Project Change Request. ``

b) The designated Project Manager of the requesting party will review the proposed change and determine whether to submit the request to the other party.

c) Both Project Managers will review the proposed change and HBT will specify the efforts & additional Price required for carrying out the change which will be charged as per mutually agreed man-day rate of consultants.

d) A written Change Authorization and/or PCR must be signed by authorized Representatives from both parties to authorize implementation of the recommended changes.

10.0 Deliverable Acceptance Procedure

Each deliverable material will be reviewed and accepted in accordance with the following procedure.

1. One (1) printed draft / Soft copy of the deliverable material will be submitted to the Client project Manager. It is the Client Project Manager's responsibility to make and distribute additional copies to any other reviewers.

2. Within three (3) working days the Client Project Manager will either accept the deliverable material or provide the HBT Project Manager a written list of suggested amendments. If no response from the Client Project Manager is received within three (3) working days, then the Deliverable Material will be deemed accepted.

3. If a written list of requested changes is received within three (3) working days, the HBT Project Manager will make review of the suggestions & if found appropriate then the appropriate revisions will be updated within three (3) working days & resubmit the updated final version to the Client Project Manager for acceptance. Client project manager will validate that the updated final version is in line with change request within three (3) working days.

11.0 Escalation Procedure

The following procedure will be followed if resolution is required to a conflict arising during the performance of this statement of Work.
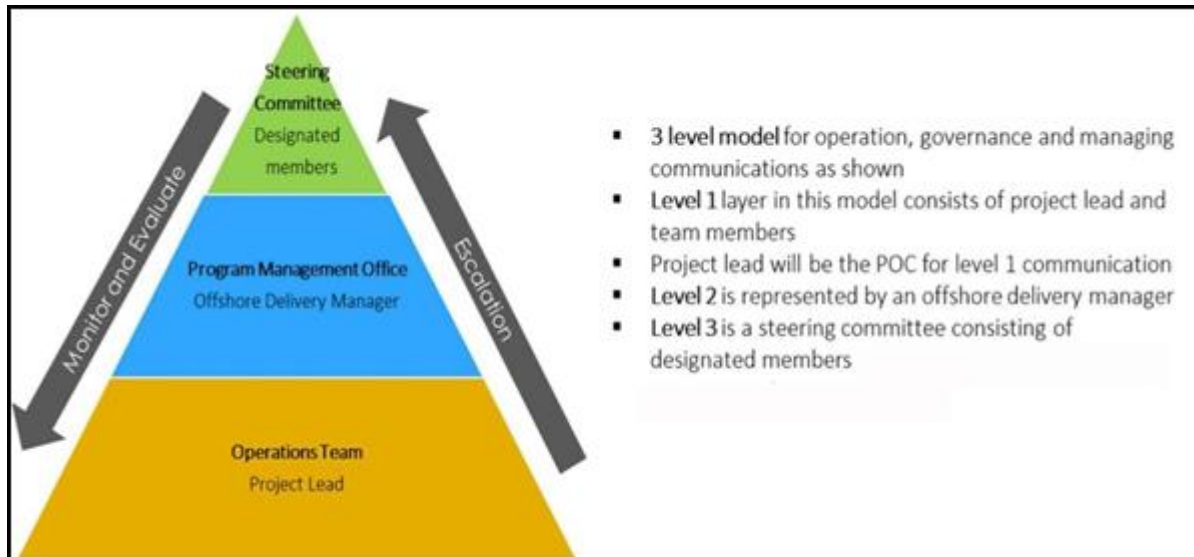
When a conflict arises between Client and HBT, the project team member(s) will first strive to work out the problem internally.

1. Level 1: If the project team cannot resolve the conflict within two (2) working days, the Client Project Manager and HBT Project Manager will meet to resolve the issue.

2. Level 2: If the conflict is not resolved within three (3) working days after being escalated to Level 1, then Client Executive Sponsor with Client and HBT Project Managers will meet with the HBT Delivery Head to resolve the issue.

3. Level 3: If the conflict is not resolved within three (3) working days after being escalated to Level 2, the Client Executive Sponsor will meet with HBT COO to resolve the issue.

~ The Beginning ~