

Number	Name	Prompt	Description	Input	Output	Keywords
1	PEO_Scope	<p>In the attached document provided you must analyze the topic regarding the Scope of Work. SCOPE is related to: scope (range, coverage, extent, boundaries, scope of work, SCOW), multi-BG (multi business group, cross-BG, multi-division, multi-line of business), roles & responsibilities (R&R, accountabilities, duties, ownership matrix, RACI), deliverables (outputs, work products, artifacts, handover items), assumptions (premises, preconditions, starting conditions, hypotheses), dependencies (interdependencies, prerequisites, external dependencies, linkages), exclusions (out-of-scope, OOS, left out, non-included items), customizations (tailoring, adaptations, modifications, bespoke features), approvals (sign-off, authorization, consent), training (enablement, knowledge transfer, KT, onboarding). Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <p>1.1 the Project Multi-BG7 Multi-BG means that there are products or services offered by NI (Network Infrastructure) plus products or services offered by MN (Mobile Network) or CNS Cloud & Network Services</p> <p>2.1 Is the Project scope well written and clear? That is, is there a list of deliverables (product and/or services) clear and exhaustive?</p> <p>3.1 Is there a clear list of exclusions in the scope?</p> <p>4.1 Is there a clear share of responsibilities and customer's dependencies defined?</p> <p>5.1 Has the customer right to instruct changes and/or variations to the scope without prior agreement of price?</p> <p>6.1 Is there a change request process?</p> <p>7.1 Has the customer right to reduce scope during project execution and to engage different supplier for it?</p> <p>8.1 Are there any developments or customizations or adaptations to the software or to any hardware part?</p> <p>9.1 Are there products in pre C3 (not ready for offer yet) or pre C5 (not ready for mass delivery yet) status</p> <p>10.1 Are documents (HLD, LLD, MOP) and/or trainings required in local language different from English?</p>	<p>Prompt PEO check list purpose. The scope is to fill the SCOPE section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	scope (range, coverage, extent, boundaries, scope of work, SCOW), multi-BG (multi business group, cross-BG, multi-division, multi-line of business), roles & responsibilities (R&R, accountabilities, duties, ownership matrix, RACI), deliverables (outputs, work products, artifacts, handover items), assumptions (premises, preconditions, starting conditions, hypotheses), dependencies (interdependencies, prerequisites, external dependencies, linkages), exclusions (out-of-scope, OOS, left out, non-included items), customizations (tailoring, adaptations, modifications, bespoke features), approvals (sign-off, authorization, consent), training (enablement, knowledge transfer, KT, onboarding)
2	PEO_Health, Safety & Physical Security	<p>In the attached document provided you must analyze the topic regarding Health, Safety & Physical Security. HEALTH, SAFETY & PHYSICAL SECURITY are related to:</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:HSE (health safety and environment, EHS, HSSE, H&S), physical security (facility security, site security, access control), high-risk activities (hazardous work, dangerous operations, permit-to-work activities), permit to work (PTW, work permit, hot work permit), safe-to-start (go/no-go, readiness check, pre-start safety review), training & certification (competency, qualification, HSE training), PPE (personal protective equipment, safety gear), incident management (accident handling, near-miss reporting, HSE reporting), emergency response (contingency plan, evacuation plan, ERT), site access (badge control, visitor management, security clearance).</p> <p>1. Does the project include high-risk activities or work in high-risk environments (i.e. mines, ports etc.)? If YES, ensure HPIRA (High-Risk Project Implementation Assessment) is performed.</p> <p>2. If project involves delivery services on customer sites, then H&S (Health & Safety) site monitoring (H&S inspection costs must be identified and shown)</p> <p>3. Have Nokia H&S localized standards and Customer Requirements been considered and costs provisioned for delivery of required arrangements</p> <p>4. Does the project involve delivery in Extreme or High-risk countries or localities within countries. If YES, the services of a physical security manager are required and must be allowed for in the bid. Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any. The answers must be provided in table format.</p>	<p>Prompt PEO check list purpose. The scope is to fill the Health, Safety & Physical Security section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	HSE (health safety and environment, EHS, HSSE, H&S), physical security (facility security, site security, access control), high-risk activities (hazardous work, dangerous operations, permit-to-work activities), permit to work (PTW, work permit, hot work permit), safe-to-start (go/no-go, readiness check, pre-start safety review), training & certification (competency, qualification, HSE training), PPE (personal protective equipment, safety gear), incident management (accident handling, near-miss reporting, HSE reporting), emergency response (contingency plan, evacuation plan, ERT), site access (badge control, visitor management, security clearance)
3	PEO_Cloud	<p>In the attached document provided you must analyze the topic regarding Cloud. CLOUD is related to: cloud environment (cloud platform, cloud tenancy, cloud deployment), public cloud (hyperscaler, IaaS provider, CSP), private cloud (on-prem cloud, enterprise cloud), provider (vendor, supplier, CSP, hyperscaler), subcontractor (third party, sub-processor, partner), hosting (deployment, runtime environment, infrastructure), multi-tenant (shared tenancy, pooled resources), SaaS (software as a service, hosted application), PaaS (platform as a service), IaaS (infrastructure as a service).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <p>1.1 Is there a cloud environment as part of our solution?</p> <p>2.1 Yes, is the environment provided by another entity?</p> <p>3.1 Are there subcontractors involved? (If possible, please indicate names)</p> <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any. The answers must be provided in table format.</p>	<p>Prompt PEO check list purpose. The scope is to fill the Cloud section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	cloud environment (cloud platform, cloud tenancy, cloud deployment), public cloud (hyperscaler, IaaS provider, CSP), private cloud (on-prem cloud, enterprise cloud), provider (vendor, supplier, CSP, hyperscaler), subcontractor (third party, sub-processor, partner), hosting (deployment, runtime environment, infrastructure), multi-tenant (shared tenancy, pooled resources), SaaS (software as a service, hosted application), PaaS (platform as a service), IaaS (infrastructure as a service)

		Prompt PEO check list purpose. The scope is to fill the License section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	Business (license, right to use, RTU, usage rights, authorization, entitlement), perpetual (evergreen license, non-expiring), subscription (term license, time-limited license, SaaS subscription), open source (OSS, FOSS, free software license), EULA (end user license agreement, license terms), seat (named user, per-user license), concurrent (floating license, shared license pool), activation (entitlement activation, license key, token), transferability (assignment, portability), audit rights (license audit, compliance review).	
4	PEO_License	<p>In the attached document provided you must analyze the topic regarding License. LICENSE is related to license (license, right to use, RTU, usage rights, authorization, entitlement), perpetual (evergreen license, non-expiring), subscription (term license, time-limited license, SaaS subscription), open source (OSS, FOSS, free software license), EULA (end user license agreement, license terms), seat (named user, per-user license), concurrent (floating license, shared license pool), activation (entitlement activation, license key, token), transferability (assignment, portability), audit rights (license audit, compliance review).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ol style="list-style-type: none"> 1.Do we provide license under this Project? 2.Does is the license term-based? 3.Can the use of the license be audited? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer</p> <p>Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>				
5	PEO_Termination	<p>In the attached document provided you must analyze the topic regarding Termination. TERMINATION is related to termination for convenience (T4C, terminate at will, cancel without cause), termination for cause (breach termination, default termination), notice period (notification window, advance notice), cure period (remedy period, rectification period), settlement (closeout, offboarding, wind-down), survival (post-termination obligations, clauses that survive), refunds (reimbursements, credits, chargeback).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ol style="list-style-type: none"> 1.Does the customer have a right to terminate for convenience without payment of the delivered goods and services? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer</p> <p>Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	<p>Prompt PEO check list purpose. The scope is to fill the Termination section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	termination for convenience (T4C, terminate at will, cancel without cause), termination for cause (breach termination, default termination), notice period (notification window, advance notice), cure period (remedy period, rectification period), settlement (closeout, offboarding, wind-down), survival (post-termination obligations, clauses that survive), refunds (reimbursements, credits, chargeback)
6	PEO_Maintenance	<p>In the attached document provided you must analyze the topic regarding MAINTENANCE. MAINTENANCE is related to maintenance (report, sustaining services, proactive services), preventive maintenance (PM, scheduled maintenance, proactive maintenance), corrective maintenance (break-fix, reactive maintenance, repair), updates (patches, hotfixes, bugfixes, minor releases, version update), service window (maintenance window, change window), SLA (service level agreement, support levels, response/restore targets), support hours (business hours, 24x7, coverage window), RMA (return merchandise authorization, hardware replacement), spares (spare parts, replacement units).</p> <p>Please carefully and thoroughly examine the content of the document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> *Is MAINTENANCE part of the scope? *Is local stock of spare parts required? *Is a subcontractor required to provide the 1st level support on site? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer</p> <p>Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	<p>Prompt PEO check list purpose. The scope is to fill the Maintenance section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	maintenance (support, sustaining services, care services), preventive maintenance (PM, scheduled maintenance, proactive maintenance), corrective maintenance (break-fix, reactive maintenance, repair), updates (patches, hotfixes, bugfixes, minor releases, upgrades (major releases, version update), service window (maintenance window, change window), SLA (service level agreement, support levels, response/restore targets), support hours (business hours, 24x7, coverage window), RMA (return merchandise authorization, hardware replacement), spares (spare parts, replacement units)
7	PEO_Warranty	<p>In the attached document provided you must analyze the topic regarding WARRANTY. WARRANTY is related to: warranty (guarantees, assurance), warranty term (warranty period, coverage term), start trigger (commencement, effective date, start upon delivery, start upon acceptance), defect (nonconformity, fault), remedy (repair, replace, refund), DOA (dead on arrival, infant failure).</p> <p>Please carefully and thoroughly examine the content of the document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> *Is the term of the Warranty / Maintenance defined? (If so, please indicate in the comments) *Does the warranty start upon delivery? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer</p> <p>Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	<p>Prompt PEO check list purpose. The scope is to fill the Warranty section regarding the PEO checklist.</p>	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	warranty (guarantee, assurance), warranty term (warranty period, coverage term), start trigger (commencement, effective date, start upon delivery, start upon acceptance), defect (nonconformity, fault), remedy (repair, replace, refund), DOA (dead on arrival, infant failure)

8	PEO_Services	<p>In the attached document provided you must analyze the topic regarding SERVICES. SERVICES is related to: services description (SOW, statement of work, service catalogue), service levels (SLA, KPIs, OLA), governance (steering, management model, RACI), change request (CR, variation, scope change), acceptance criteria (definition of done, DoD), milestones (key dates, deliverable dates), service credits (penalty credits, liquidated damages credits).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> *Is there a services solution description document (SSD) available? *Are the services defined in a measurable manner? *Are remote services allowed? *Are there any subcontractors involved? (if possible, please indicate names) *Is there a Service Level Agreement ("SLA")? *Are there any penalties and/or Liquidated Damages under the SLA? *Are we obliged to provide Software updates? *Are we obliged to provide Software upgrades? *Is the customer obliged to maintain the most updated version of the Software? *Are there any End of Life, End of Sale, End of Maintenance commitments? *Are there any integration requirements? *Are there any integration solutions? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Services section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format.	services description (SOW, statement of work, service catalogue), service levels (SLA, KPIs, OLA), governance (steering, management model, RACI), change request (CR, variation, scope change), acceptance criteria (definition of done, DoD), milestones (key dates, deliverable dates), service credits (penalty credits, liquidated damages credits)
9	PEO_Delivery	<p>In the attached document provided you must analyze the topic regarding the Delivery. DELIVERY is related to implementation plan (project plan, PIP, rollout plan), lead time (delivery timeline, turnaround time, TAT), hardware delivery (HW shipment, logistics), software delivery (SW release, drop, build), incoterms (delivery terms, FOB, DAP, DDP), site readiness (prerequisites, ready-for-install (RFI)), acceptance on delivery (AoD, delivery acceptance), liability for delay (delay damages, LDs, late delivery penalties).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ol style="list-style-type: none"> 1.b there a Project Implementation Plan in place? 2.Are there any lead time commitments for Hardware & SW or implementation services? 3.yes, do the lead times for HW & SW deliveries start with PO acceptance? 4.Are there any Third Parties HW or SW involved? 5.Do we have defined delivery terms (e.g. INCOTERMS) 6.Project-and related payment milestones – are these defined? 7.Did we receive a binding / non-binding forecast from the customer? (If not, it may impact the lead time) 8.Are all delivery costs reflected to the cost baseline? 9.b there any cost optimization done in line with delivery model? 10.b there any Up-Scope identified? 11.b the delivery model defined? If so, please indicate who is providing the internal resources. (Staffing plan per organization) 12.b the Go-To-Market model defined? If so, please indicate in the comments. <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Delivery section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format.	implementation plan (project plan, PIP, rollout plan), lead time (delivery timeline, turnaround time, TAT), hardware delivery (HW shipment, logistics), software delivery (SW release, drop, build), incoterms (delivery terms, FOB, DAP, DDP), site readiness (prerequisites, ready-for-install (RFI)), acceptance on delivery (AoD, delivery acceptance), liability for delay (delay damages, LDs, late delivery penalties)
10	PEO_Acceptance	<p>In the pdf document provided you must analyze the topic regarding the Acceptance. ACCEPTANCE is related to acceptance for installing, UAT, factory acceptance test (FAT), site acceptance test (SAT), acceptance (acceptance testing, UAT, factory acceptance test (FAT), site acceptance test (SAT)), acceptance process (acceptance procedure, test & sign-off process), deemed acceptance (constructive acceptance, acceptance by silence), backstop date (longstop date, cut-off date), delivery acceptance (acceptance upon delivery, AoD), installation acceptance (post-install acceptance, after installation acceptance).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ol style="list-style-type: none"> 1.Clearly defined acceptance process? 2.Deemed Acceptance / Backstop Date? 3.Hardware acceptance upon delivery? 4.After installation / acceptance? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Acceptance section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format.	acceptance (acceptance testing, UAT, factory acceptance test (FAT), site acceptance test (SAT)), acceptance process (acceptance procedure, test & sign-off process), deemed acceptance (constructive acceptance, acceptance by silence), backstop date (longstop date, cut-off date), delivery acceptance (acceptance upon delivery, AoD), installation acceptance (post-install acceptance, after installation acceptance)

11	PEO_Solution	<p>In the attached document provided you must analyze the topic regarding the Solution. SOLUTION is related to technical solution description (TSD), solution design document, HLD/LLD, solution architect (SA, architecture support), testbed/lab environment, staging environment, PoC environment, GA readiness (general availability, pre-GA, beta features), feature roadmap (roadmap commitments, forward-looking statements).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> 1: Is there a technical solution description document (TSD) available? 2: Do we need Solution Architect support during delivery phase? 3: Do we need a testbed? 4: Do we have to provide features and/or products which are not general available yet? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Solution section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format.	technical solution description (TSD, solution design document, HLD/LLD), solution architect (SA, architecture support), testbed (lab environment, staging environment, PoC environment), GA readiness (general availability, pre-GA, beta features), feature roadmap (roadmap commitments, forward-looking statements)
12	PEO_Penalties_Liquidate_Damages	<p>In the attached document provided you must analyze the topic regarding the PENALTIES and LIQUIDATED DAMAGES. PENALTIES and LIQUIDATED DAMAGES are related to: liquidated damages (LDs, delay damages, agreed damages), penalties (fines, sanctions), service credits: credit mechanism, earn-back; cap liability cap, LD cap, ceiling ; threshold trigger point, KPI/breach threshold; grace period; tolerance window, buffer; mitigation: mitigate losses, duty to mitigate.</p> <p>Please carefully and thoroughly examine the content of the document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> •Are there PENALTIES and LIQUIDATED DAMAGES for delivery delay? •Are there PENALTIES and LIQUIDATED DAMAGES for acceptance delay? •Are there PENALTIES and LIQUIDATED DAMAGES for SLA and/or KPI/breach? •If there are PENALTIES and LIQUIDATED DAMAGES are these reflected under the risks? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Penalties and/or Liquidate Damages section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	liquidated damages (LDs, delay damages, agreed damages), penalties (fines, sanctions), service credits (credit mechanism, earn-back), cap (liability cap, LD cap, ceiling, threshold (trigger point, KPI breach threshold), grace period (tolerance window, buffer), mitigation (mitigate losses, duty to mitigate)
14	PEO_Personal_Data	<p>In the attached document provided you must analyze the topic regarding the Personal Data. PERSONAL DATA is related to personal data (PII, personally identifiable information), processing (use, collection, storage, erasure, disclosure), controller (data controller), processor (data processor, sub-processor), DPA (data processing agreement, data protection addendum), lawful basis (legal basis), data protection addendum, data protection addendum, data subject rights (access, rectification, erasure, portability, security measures (technical and organizational measures, TOMs), breach notification (incident notice, data incident reporting), retention (storage period, data minimization).</p> <p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> 1: Do we process any personal data of customer or even end-customers? 2: Does any of the subcontractors, third parties or partners have access to personal data? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>–</p>	Prompt PEO check list purpose. The scope is to fill the Personal Data section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	personal data (PII, personally identifiable information), processing (use, collection, storage, erasure, disclosure), controller (data controller), processor (data processor, sub-processor), DPA (data processing agreement, data protection addendum), lawful basis (legal basis, consent, contractual necessity), cross-border transfer (international transfer, data export), SCCs (standard contractual clauses, model clauses), data subject rights (access, rectification, erasure, portability), security measures (technical and organizational measures, TOMs), breach notification (incident notice, data incident reporting), retention (storage period, data minimization)
15	PEO_Site_Acquisition_Permitting_Licensing	<p>Please carefully and thoroughly examine the content of the pdf document provided and answer the following questions listed below:</p> <ul style="list-style-type: none"> 1: Are we required to provide permitting, right of way or lease activities? <p>Each answer must be: YES or NO or NOT APPLICABLE in case you are not able to identify the answer. Each answer must be accompanied by notes, comments or observations, the referenced document and the page where the information is taken, if you have any.</p> <p>The answers must be provided in table format.</p>	Prompt PEO check list purpose. The scope is to fill the Site Acquisition Permitting Licensing section regarding the PEO checklist.	Customer or internal documentation (Frame agreements, TSD, SSD)	Text based result in table format. To be copied into table or generate output in Excel format	site acquisition (site leasing, site procurement), permitting (permits, authorizations, approvals), right of way (ROW, wayleave, easement), licensing (regulatory licensing, spectrum license), landlord consents (owner approvals, lessor consents), zoning (planning permission, land-use approval), utilities (power hookups, backhaul connections, fiber access)