

SAASAM CONTRACT MANAGEMENT POWERED BY AGILOFT

G-Cloud 14 Framework – Pricing Document





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INTRODUCTION TO PRICING

SaaSam have been implementing the Agiloft Contract Lifecycle Management and Source-to-Contract (CLM + SSIM) solutions for clients across the globe for 12+ years. We have tried and tested methods that enable us to manage the entire implementation project; from business process analysis, project management, implementation, integration, deployment, and post go-live support.

The prices quoted in this document are indicative only. SaaSam will work closely with any **Buyer** to verify your Agiloft license requirements, agree on the scope of your implementation project, provide an implementation estimate and confirm the final costs.

Implementation fees are calculated using SaaSam's standard rate which are listed below in the Consulting Rates section.

SAASAM GROUP - STANDARD PAYMENT TERMS

As consideration for the performance of the Services **The Buyer** will pay to the Supplier any undisputed fees specified in clause 5.1 in the SOW in accordance with the following terms:

- 50% of Project fees before commencement of project
- Remaining fees will be invoiced on a time and materials basis
- A valid, undisputed invoice being received by the last day of the relevant month, **The Buyer** will use all reasonable endeavours to make payment by the 20th of the month.
- Except as expressly stated otherwise all fees are exclusive of Taxes, Govt Fees, VAT (if any).
- Expenses and additional costs in relation to the SOW are not included in this estimate and will be invoiced separately

*A SOW is generated before commencement of the project to agree scope and outline implementation estimates.



AGILOFT LICENSE PACKAGES

There are three Agiloft license packages available for the Contract Lifecycle Management software, with different features by package.

£1,173.00	£1,700.00	£2,227.00
Essentials The Critical Elements to Aggregate and Streamline Contracts Get a Quote ✓ Repository ✓ Negotiate, execute, and store ✓ Basic workflows and automation ✓ Analyze, manage, and change ✓ AI Search with ConvoAI (add-on) ✓ Work Where You Want ✓ 5GB data storage per license	MOST POPULAR Advanced Full Contract Management Amps Up Efficiency and Manages Risk Get a Quote ✓ Repository ✓ Create, negotiate, and execute ✓ Basic workflows and automation ✓ Analyze, manage, and change ✓ AI Search with ConvoAI (add-on) ✓ Work Where You Want ✓ Advanced workflows and automation ✓ Clause & obligation tracking ✓ AI Platform (add-on) ✓ Integration Hub (add-on) ✓ iPaaS Connectors ✓ Tableau & Power BI Connectors ✓ 8GB data storage per license	Premium Even More Power! Optimize Contracts and Maximize ROI Get a Quote ✓ Repository ✓ Create, negotiate, and execute ✓ Basic workflows and automation ✓ Analyze, manage, and change ✓ AI Search with ConvoAI (add-on) ✓ Work Where You Want ✓ Advanced workflows and automation ✓ Clause and obligation tracking ✓ AI Platform (add-on) ✓ iPaaS Connectors ✓ Tableau & Power BI Connectors ✓ Integration Hub ✓ 12GB data storage per license (Up to 12TB)

*ConvoAI (add-on) is currently only available for US based hosted services



LICENSE TYPES

There are 4 key license types within the Agiloft license structure;

Assigned Power Users



This is the main licence type. An Assigned Power User is someone who regularly works in the staff or power interface of the system. Examples include contract managers, approvers, internal helpdesk staff members, sales and customer support representatives, and project and other managers. An Assigned Power User has the authority to work on and edit other people's records as well as his/her own. Assigned Power User licences are linked to a user, but if the user does not login for 30 days, they are automatically freed up. They can also be manually reassigned if an employee leaves the company.

Floating Power Licenses



A Floating Power License is primarily intended for staff members who are infrequent system users. Managers, reviewers and approvers, executives, or others may log in for typically brief periods to create, view, or edit requests or approvals, view dashboards or run reports. They have the same privileges as an Assigned Power User but share the floating licenses with other power level users that do not have an assigned license.

The number of Floating Power Licenses determines the maximum number of floating power level users that may be in the system concurrently. When one person using a floating license logs out, the floating license is freed up after two minutes.

Portal Users



Agiloft also offer a license for portal users who access the system through customisable portals. Portal Users may be internal employees or external entities such as vendors or customers. They are able to make service or contract requests, monitor status and view their requests or other information based on their access permissions.

A vendor portal can provide your vendors with access to their contracts, insurance certificates, and other documents and streamline onboarding. An employee portal provides an efficient way to submit contract or other requests, monitor status, and access a contract repository based on group permissions.

Self-Service Portal Users



A Self-Serve Portal User is a Read/Request user with additional functionality that enables them to request and generate standard agreements and route them for e-signature.



LICENSE PRICING

Both SaaS/Hosted Service and On-Premise installation are available as an annual subscription. See the Premium edition for on-premise installation on a server you manage.

- The subscription price is the same, whether installed on Agiloft servers or on your own premises.
- Portal Users are offered as Read/Request only licenses for both internal and external users.
- Prices are in **GBP** unless otherwise specified.
- Unless otherwise stated, all quoted prices exclude Government charges and taxes.
- Consulting Services are priced separately. See the [Consulting Services](#) section for more information.
- Pricing is based on a three-year term.
- Standard Support and Upgrades are included in the pricing.
- Prices are subject to change.



Advanced Package (most popular)

Includes Standard Support and Upgrades

	# of Users	Per License Rate (annum)	Annual Subscription
Assigned Power Licenses	1	£1,700.00	£1,700.00
Floating Power Licenses (Shared license – typical 1:7 ratio)	1	£5,100.00	£5,100.00

Portal Users

Internal Portal User Licenses	1	£238.00	£238.00
External Portal User Licenses	1	£15.30	£15.30
Internal Self-Service Portal User Licenses	1	£425.00	£425.00

Source-to-Contract functionality (Sourcing and Supplier Information Management (SSIM) add-on module)

SSIM add-on module			£9,010.00
SSIM Assigned Power License	1	£816.00	£816.00
SSIM Floating Power License	1	£2,550.00	£2,550.00

Test Package (refer to the Service Definition document for more information)

Assigned Test Licenses	1	£850.00	£850.00
Floating Test Licenses	1	£2,550.00	£2,550.00
Internal Portal User Test Licenses	1	£119.00	£119.00
External Portal User Test Licenses	1	£7.65.00	£7.65.00
Test Refresh Fee – (max 4 Prod refreshes annually)			£510.00

Dedicated Server

Buyers can elect to have a dedicated server			£9,350.00
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Additional add-ons are available and SaaSam will work with any Buyer to verify requirements and provide pricing accordingly.

Discounts

Not-for-profit and Government license discounts are currently available. Volume-based license discounts may apply. All discounts are subject to sign-off by Agiloft and SaaSam. Talk to SaaSam for more information.

Admin on Demand

Extend your CLM team with a SaaSam Administrator who will be responsible for managing and maintaining your organisation's Agiloft CLM System. Please contact your SaaSam Account Manager for further details.



CONSULTING SERVICES

Implementation Services

We recommend Consulting Services to ensure a successful design and implementation of your business process. Our expert team can implement in about 1/4 the time of a person inexperienced with Agiloft.

Most customers require the assistance of our expert professional services team to customise Agiloft. Professional Services are based on customer requirements. Available services include:

- Business Requirements Analysis
- Implementation and Configuration
- Data clean and Migration
- Training and Documentation
- Implementation Level Support

Our Professional Services team complete rigorous training and certification and have completed hundreds of successful projects. Your project team members are assigned based on the project scope and requirements.

Additional Consulting Services

SaaSam provides additional consulting services to meet your needs. Additional services include:

- Developer services for integration
- Developer services for performance health checks and optimisation
- Support services for custom support
- Security and compliance services for your security questionnaires and matrices
 - Agiloft can provide their Security Information Packet upon request.
 - It contains the industry-standard CAIQ and SIG matrices and their ITDR.
 - It contains the most recent third-party audit opinion letter. The report is available upon execution of Agiloft's MNDA.
 - Completion of custom security questionnaires and matrices will be quoted based on the requirements.

Consulting Quotes

Consulting Rates

For budgeting purposes, implementation Consulting Services costs are typically quoted at an average rate. The consulting rates are:

- Senior Implementation Specialist and Project Manager: **£1,760 per day**
- Implementation Specialist: **£1,320 per day**

Most projects use a combination of both roles at approximately an 80/20 percent ratio for an average rate of **£1,520 per day**. This rate is used for estimating purposes. The actual cost is based on those assigned to the project, which is determined by the project scope, requirements, and resource availability.

Support, developer, and security team resources are quoted based on the requirements.

- The support, developer, security, or IT specialist is determined based on the requirements.
- Rates are **£1,320 - £1,760 per day**.

Weekend or off-hours work requested by the customer is billed at 1.5 times the staff member's rate.



Generally, work is performed remotely (off-site). Onsite consulting services provided at the customer's location can be quoted based on requirements. All travel time is billed at the staff member's rate, along with travel expenses at cost.

Consulting Quotes and Ranges

A quote containing an estimate for Consulting Services will be determined based on the scope and complexity of the implementation. In addition to implementation, the amount of data migration, integration with external systems, and training significantly contribute to the estimate.

Example Consulting Service Ranges are

- Consulting services for the implementation and handover of an MVP scope project generally consumes 3 – 5 weeks and is typically in the **£20,000 - £30,000 range**.
- A small scope project is typically estimated at 4 - 7 weeks in the **£30,000 - £55,000 range**.
- A medium scope project is typically estimated at 7 - 12 weeks and is in the **£55,000 - £90,000 range**.
- Large scope projects are generally estimated at 12 – 24 weeks of Consulting Services, and are in the **£90,000 - £180,000 + range**, depending on the requirements.
- Large Enterprise/Global Enterprise projects with a large scope and/or complex requirements may require upwards of 24 weeks of Consulting Services.
- Note that the time estimates listed above represent time actively spent working on the project by the implementation team staff and not calendar time.
 - Your sales representative can provide an estimated project duration once more is known about the requirements and scope of the initial project.
 - The implementation team can create a project timeline once the initial project meetings have been held, and the scope has been reviewed.
- For customers who have a strong preference for doing their own implementation, we recommend a minimum of 40 hours of Consulting Services to provide training to your administrators and to assist them with system design. We find that some amount of implementation level support is typically needed as well. More than 40 hours may be recommended depending on the scope of the project.

A breakdown of implementation Consulting Services – according to project scope – can be found in the Pricing Document. The variables that SaaSam uses to define the size of the project and subsequent implementation estimate can be adjusted according to **The Buyer's** specific requirements i.e. number of contract templates, number of clauses to be configured in a clause library, number of custom reports and dashboards etc.



Consulting Invoices and Statements

Payment terms require an initial upfront (50%) payment of the total estimated spend of the approved Consulting Services hours. These are invoiced upon receipt/confirmation of an order. These hours expire one year after purchase.

Monthly consulting service statements include a detailed statement of the Consulting Service hours by date and person, with an optional description of the work done. Credits for initially invoiced hours are shown until they have been fully applied.

The remaining hours are invoiced monthly as they are used. These hours do not expire.



SAASAM CONTRACT LIFECYCLE MANAGEMENT – MVP (MINIMUM VIABLE PRODUCT)

SaaSam has 12+ years of experience implementing the Agiloft Contract Lifecycle Management solution for small to large organisations across the globe. Many of our clients were making the jump from managing contracts via email, SharePoint, written approvals and signatures to a fully automated contract lifecycle management system. SaaSam acknowledges that this can be a daunting process and so we established the SaaSam Contract Lifecycle Management MVP.

The MVP is designed to enable organisations to make the jump to the Agiloft Contract Lifecycle Management solution in a structured way that can be deployed quickly.

MVP – Licenses and Implementation

License Type	Quantity	Retail Price per license	Package Price
Assigned Power	6	1,700	10,200
Employee Portal (contract requestors)	5	238	1,190
Test Package Base Fee	1	510	510
Test Assigned Power	3	850	2,550
Total License Price			£14,450
Implementation (one off) (hrs x rate)		190	£20,000- £30,000
Total Price (licenses and implementation)			£34,450 - £44,450



MVP – Implementation Breakdown

The table below is a breakdown of all activities required to implement the SaaSam's MVP. The timeframe to implement is a maximum of 6 weeks dependant on SaaSam and Customer resource availability.

Line Item*
Design
Business Process Analysis and Structural Design
Configuration
1 st iteration – Prototype Development
Staff Interface Customisation
End User Interface
Show & Tell
2 nd Iteration Build – development of remaining design decisions
Contract Authoring and Print Templates
Approval Workflows
Email Notifications
Completion of the Core Implementation
Permissions
Integration
Adobe Sign or DocuSign Integration
Single Sign On
ACA Word/Outlook Integration
Inbound/Outbound Email Accounts
Data Migration
Background Data Import
Contract Data Import
Training and Documentation
Administrator Handover
Business Admin Training
Project Management/Testing/Go-Live
Project Management - 15% of total project hours



Line Item*
Meetings and Emails – 5% of total project hours
System Testing – 5% of total project hours
Deployment to Live – 5% of total project hours

*Details of exact deliverables for each line item can be provided to The Buyer upon request.

Exclusions

Anything not specified above which includes (but is not limited to):

- Configuration or a Clause Library
- Configuration of multi-party contracts
- Configuration of Delegation of Authority
- Integrations that are not specified in the above table
- Configuration of Custom Dashboards
- Configuration of Custom Reports
- Configuration of Agiloft Source-to-Pay functionality (SSIM add-on module)
- Technical (as built) documentation
- Print Template Training
- Business Admin Training
- Post Go-Live Support
- Contingency

The SaaSam MVP is designed for organisations that are wanting to start their journey to automate their entire contract lifecycle management processes within the Agiloft platform. SaaSam will work with any Buyer to determine if the MVP is the most appropriate route to achieving Agiloft Contract Lifecycle Management implementation. Any of the above exclusions can be included should The Buyer wish to have additional configuration performed during the implementation. Additional work will be estimated and charged according to SaaSam's Consulting Rates.

SaaSam provides a comprehensive implementation of the Agiloft Contract Lifecycle Management solution for organisations who would like full functionality. A breakdown of SaaSam's comprehensive implementation can be reviewed in our Service Definition document. Talk to the team at SaaSam for more information.

Rethink Normal



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