

Protokoll fört vid enskild föredragning

Utbildnings- och kulturavdelningen
Ålands museum, U4

Beslutande
Vicepresident
Annika Hambrudd

Föredragande
Avdelningschef
Niklas Stenbäck

Justerat
Omedelbart

Nr 1

Avtal gällande samlingsförvaltningssystemet MuseumPlus
ÅLR 2025/1131

Beslut

Landskapsregeringen beslöt att för Ålands museum teckna avtal med Zetcom Nordics Oy gällande samlingsförvaltningssystemet MuseumPlus enligt de villkor som framgår i **bilaga 1, U425E1**.

MuseumPlus kommer att ersätta licensavtalet med KulturlIT och systemet PrimusNett.

Bakgrund

Ålands museum inleder under 2025 ett digitaliseringsprojekt för att öka digitaliseringen och tillgängligheten av museets samlingar.

Ålands museums nuvarande samlingsförvaltningssystem Primus har endast delvis varit funktionell för deras verksamhet. Detta har inneburit att systemet inte använts i nöjaktig grad och att digitaliseringen av museets samlingar inte utvecklats och publicerats i tillräcklig hög och förväntad utsträckning.

För att publicera det digitaliserade materialet vidare kvävs att systemet är kopplat till en sökmotor. Genom att koppla materialet i MuseumPlus till den nationella sökmotorn Finna kan det digitaliserade materialet göras mycket mera tillgängligt för allmänhet och forskare på och utanför Åland.

Via Finna kan sedan materialet kopplas till den europeiska sökmotorn Europeana och därmed göra materialet ytterligare tillgängligt internationellt.

Genom systemet MuseumPlus och sökmotorn Finna är det elektroniska materialet i ett sådant format att det möjliggör en fortsatt säker arkivering enligt ett enhetligt arkiveringssystem, vilket landskapsregeringen arbetar för.

Övrigt

Belastar investeringsanslag för Ålands museums digitaliseringsprojekt, 921200

Digitaliseringar och informationsteknologi, investeringar, 47 875 euro (exkl moms).

Licenserna belastar Ålands museums budgetmoment 54000, 9 360 euro (exkl moms)/år.



Ålands landskapsregering (Ålands
Museum)/Government of Åland - Deployment Project

Ålands landskapsregering/Government of Åland
Mariehamn, 22111
Finland

zetcom Nordics Oy
c/o Spaces Mannerheiminaukio 1
00100 Helsinki
Finland

Prepared by:

Reference: 20250206-163711141
Record ID: 14593232373

Quote created: 06 February 2025
Quote expires: 07 May 2025

Licences & services

LICENCES & SERVICES	QUANTITY	PRICE (NET)	TOTAL
Project management	6	€1,200.00	€7,200.00
Project coordination & management			

LICENCES & SERVICES	QUANTITY	PRICE (NET)	TOTAL
<p>Data migration</p> <p>On the basis of the information submitted to date [28.11.2024, Oracle db datadump], the data will be transferred as described below:</p> <p>Data-Transfer based on existing Primus CMS data</p> <p>zetcom bases its calculation on previous experience with Primus CMS.</p> <p>The data migration takes place in two steps:</p> <p>1. Specification workshop and development of mapping for the data migration</p> <p>2. Data migration</p> <ul style="list-style-type: none"> -development of data-migration scripts and mapping -data migration in a test environment -validation and revision -productive data migration 	26	€1,150.00	€29,900.00
<p>Test server</p> <p>Operation of a Test Server during the project phase</p>	1	€325.00	€325.00
<p>Tests & validation</p> <p>Test-, validation process and user acceptance tests (UAT)</p> <p>Perform acceptance tests</p> <p>Record results</p> <p>Perform integration tests</p> <p>List the defects</p> <p>Documentation of test results</p>	4	€1,150.00	€4,600.00
<p>Configuration</p> <p>Implementation & parameterization according to specifications.</p> <p>Configuration and adjustments.</p>	3	€1,150.00	€3,450.00
<p>Basic Training (online)</p> <p>Topics: general introduction, overview modules, field types, navigation & search.</p>	1	€1,200.00	€1,200.00

LICENCES & SERVICES	QUANTITY	PRICE (NET)	TOTAL
Admin Training (online) Topics: Admin modules (vocabulary, user rights, system logs etc.), standard reports	1	€1,200.00	€1,200.00
MuseumPlus Concurrent User License Concurrent User License High Security and Premium Backup Services incl. <ul style="list-style-type: none"> - HTTPS-Encryption - daily full backup - hotline, e-Mail and remote desktop support - new releases and updates free of charge <p>The number of licenses can be increased later if needed with a separate order. This offer consists of: 5 licenses for Åland Museum 1 license for Kulturbyrån</p>	6	€1,560.00 / year	€9,360.00 / year for 1 year
SUMMARY			
Annual subtotal			€9,360.00
One-time subtotal			€47,875.00
ALV / VAT			€14,594.93 25.5% tax

	Total	€71,829.93
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Comments

Terms and conditions

By subscribing to this offer (or using any products and services) you agree to be bound by our [terms and conditions](http://zetcom.com/en/terms) (zetcom.com/en/terms).

Order

Please return a signed copy by e-mail to orders@zetcom.com, stating whether any optional items should be included. As a zetcom customer, your institution will be included in our customer list - all customer-related information and data are subject to the respective data protection regulations.

Invoicing

Invoices are issued electronically by e-mail. Any order or reference numbers required must be communicated to us when the order is placed.

E-mail address	faktura@regeringen.ax
Deviating invoice address (if applicable)	Ålands museum
Order or reference numbers (if applicable)	

Terms of payment

License & usage fees:	All usage or maintenance fees begin on the start date defined in this offer, with a minimum contract term of 12 months (unless mutually otherwise agreed), but no later than 90 days after the order date. Licences are charged from the date of delivery of the licence key or use of the system. Within the first year, usage or maintenance fees may be invoiced pro rata.
Project costs:	All services offered will be quoted in detail to the best of our knowledge, but will ultimately be charged on a time and material basis unless the items have been defined as a lump sum. The customer will be notified of additional expenses as soon as they are foreseeable and at the latest before they are actually exceeded. Professional services with an order volume of less than 5.000 in the specified currency shall be due for payment when the order is placed. Higher order volumes shall be due 30% when the order is placed, 60% based on implementation progress and 10% upon completion, unless agreed separately. Unforeseen additional costs and price deviations of up to 20% of the estimated project service costs are reserved.
Payment period:	30 days net after receipt of the invoice. All cost items provided net unless specified differently. Taxes may apply.

Signatures

Reference: 20250206-163711141

Managing Director, zetcom GmbH

Signature (customer)

MARIEHAMN 11.2.2025

Place & date

PERMANENT SECRETARY

Printed name & position

DEPARTMENT OF EDUCATION
AND CULTURE
GOVERNMENT OF ÅLAND



DATA PROCESSING AGREEMENT

The DPA supplements and forms an integral part of the Zetcom Terms & Conditions and becomes effective upon its incorporation into the Terms & Conditions. In the event of any conflict or inconsistency with the Terms & Conditions, this DPA will take precedence to the extent of such conflict or inconsistency.

The term of this DPA will align with the term of the Principal Agreement. Terms not otherwise defined in this DPA will have the meanings set forth in the Agreement.

List of Parties of the Data Processing Agreement:

Data Controller:

- Name: The Customer, as defined in the Terms & Conditions
- Address: The Customer's address, as set out in the Terms & Conditions
- Contact person's name, position and contact details: The Customer's contact details, as set out in the Terms & Conditions
- Activities relevant to the data processed under the DPA: Processing of Personal Data in connection with Customer's use of the zetcom Services under the Terms & Conditions

Processor:

- Name: As defined in the Preamble of the applicable DPA
- Contact person's name, position and contact details: Maciej Nebelski, Zetcom Information Security Officer, maciej.nebelski@zetcom.com
- Activities relevant to the data processed under the DPA: Processing the personal data on behalf of the Data Controller

The Data Processor agrees to provide the services described the Terms & Conditions (zetcom.com/terms) in accordance with

- Art. 9 of the Swiss Federal Act on Data Protection ("FADP") on behalf of the Data Controller. For the purposes of this Agreement, the below version of the DPA applies:
 - [Data Processing Agreement with Zetcom AG in German](#)
 - [Data Processing Agreement with Zetcom AG in English](#)



- Art. 28 of the EU General Data Protection Regulation ("GDPR") on behalf of the Data Controller. For the purposes of this Agreement, the below version of the DPA applies:
 - Data Processing Agreement with Zetcom GmbH in German
 - Data Processing Agreement with Zetcom GmbH in English

If you need a signed copy of the DPA, please request the applicable version via email: privacy@zetcom.com

Version: 1.1. Last amended: January 2025