

ORDER FORM for QR Scan

Cloud Service

PREAMBLE

Arago Consulting, with head office at 12 Avenue de Versailles, 75116 Paris, France, registered in the Trade Register of Paris under the number 533 716 775, represented by Jean Christophe Péaudeau, in the capacity of CEO, develops and markets the **QR Scan Service**, a cloud-based QR Code Reader for SAP Concur Expense transactions (hereinafter referred to as the "Service").

GENERAL INFORMATION

Customer Name:	
Customer Address:	
Initial Term:	36 months beginning on the Order Effective Date
Service Type Billing Cycle:	Annually beginning on the Order Effective Date
Email Address for Notices:	
Order effective date:	
Currency for Fees:	Euros
Payment Term:	30 days

GENERAL TERMS AND CONDITIONS - SUPPORT AND SLA

This Order Form is issued by Arago and the Customer specified herein. Customer hereby orders the Service specified in this Order Form and Arago hereby agrees to perform such Service, subject to the terms set forth herein and consists of the following:

Agreement	Location
this Order Form	
General Terms and Conditions	Agreements.aragoconsulting.com
Support Policy and Service Level Agreement	Agreements.aragoconsulting.com

Customer has had the opportunity to review the incorporated documents prior to executing this Order Form. Arago recommends that Customer prints copies of these documents for Customer's records.

SERVICES ORDERED

Product	Nb of Base Transaction	Base Transaction Price(€ VAT excl)	Product Start Date	Annual Fee (€ VAT excl)	Total Fee(€ VAT excl)
QR SCan					

QR Scan Service Transactional Fee Structure:

- **Base transactions:** This refers to the set number of transactions for which the customer pays the Base Transaction Fee for a given billing cycle. Base Transactions are determined by the number of Expense Reports. Note: All submissions and resubmissions of a single expense report are counted as one transaction.
- **Incremental transactions:** Transactions exceeding the Base Transactions. The customer will be charged the Incremental Transaction Fee as specified in the relevant ordering document for that billing cycle.

Incremental transaction price: XXX EUR per additional transaction exceeding the Base Transaction.

QR Scan Activation Fee: A one-time fee of 2,500.00 EUR – fully invoiced on the contract Effective Date.

Additional services: Additional services not specified under service costs will be billed at a daily rate of 1,000.00 EUR (one day equating to 8 hours).

DESCRIPTION of the SERVICE

Cloud-Based QR Code Reader for SAP Concur Expense Transactions

QR Scan seamlessly integrates with SAP Concur to detect and interpret QR Codes on expense receipts, streamlining the expense reporting process.

Key Features:

1. **QR Code Detection:** Identifies QR Codes present on expense receipts.
2. **Information Extraction:** Reads and deciphers the data embedded within the QR Codes.
3. **Transaction Updates:** Populates custom fields in SAP Concur expense entries with the extracted information.
4. **Automated Report Forwarding:** Advances the expense report to the subsequent approval step once the QR Code data has been extracted.
5. **Error Handling:** If a QR Code is unreadable, the report is either returned to the employee or forwarded with a warning message, ensuring transparency and accuracy.

Data Mapping: The following fields can be extracted from QR Codes and are mapped appropriately within SAP Concur based on market specifications:

Country: Portugal

QR Code		SAP Concur	
Code	Description	Expense Database Ref	Expense v4 API Ref
A	Issuer tax ID	CUSTOM1 to CUSTOM30	custom1 to custom30
B	Customer tax ID	CUSTOM1 to CUSTOM30	custom1 to custom30
G	Invoice number	CUSTOM36	custom36
H	ATCUD	CUSTOM1 to CUSTOM30	custom1 to custom30

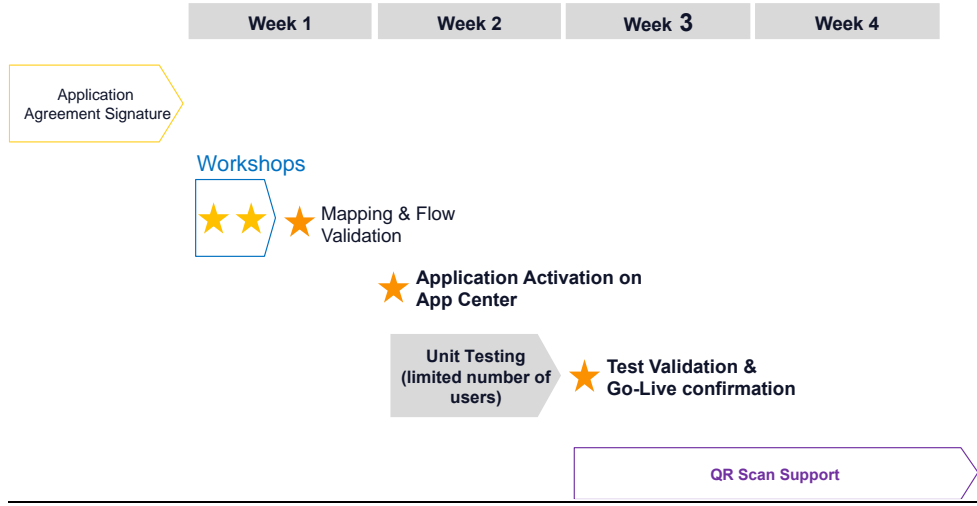
QR Scan Backend Application Note

QR Scan operates as a backend application, eliminating the need for translations. Data is relayed in its original language as found in the QR Codes, ensuring that the extracted information remains unaltered.

SET UP - SCHEDULE AND DELIVERABLES

Deliverable

QR Scan Application running on SAP BTP platform	1 production environment	
Project Management	<ul style="list-style-type: none"> ○ Attend Global weekly Call (1h per call) ○ Project coordination and weekly discussion with Customer Project Manager 1 hour weekly call) ○ Internal Resources management Coordination with Arago delivery team and Concur team 	
Implementation, Testing & Training	<ul style="list-style-type: none"> ○ Functional and Technical Workshops - Up to 2 workshops 2 hours per workshop) to align on: 	<ul style="list-style-type: none"> ▪ Data scope and mapping ▪ Data to be displayed ▪ Permissions
	<ul style="list-style-type: none"> ○ Specification document (1 Excel file) describing the fields, mappings and workflow ○ QR Scan Activation on 1 SAP Concur instance ○ Support Customer for unit testing ○ Lead 1 Training session (1h per session) for Admin Users 	
Post Go-Live Support	<ul style="list-style-type: none"> ○ Transition to Arago QR Scan support 	



Roles & Responsibilities Matrix

Module / Service	Arago Implementation Manager	Arago Application Owner	Customer PM	Customer Finance Team
Project Management	R	C	A	C
Sign SAP Concur Data Exchange Agreement	A	I	C	R
Conduct Mapping & Flow workshops	R	C	A	C
Validate Mapping & Flow	C	C	A	R
QR Scan App Center Connection	C	C	A	R
Confirm App Center Connection and technical flow	A	R	I	I
Perform Unit Testing	C	C	A	R
Go-Live Sign Off	A	C	R	C
QR Scan Support	R	C	A	C

Done on the ,

For the Supplier

For the Customer

Name:

Name:

Status:

Status:

Signature :

Signature :