服务方案

**（一）根据本磋商文件要求，提交相应的项目服务方案，包括但不限于以下内容：**

一、运维服务方案

二、管理组织架构

三、应急处置方案

四、项目对接方案、数据整理收集方案

五、工作进度计划安排、后需配合服务计划保证措施

六、拟投入本项目的设备、工具

七、人员配置

八、项目负责人

九、售后服务

十、培训

十一、服务保障

十二、合理化建议

附表一：

**拟投入本项目的主要设备、工具**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 设备  名称 | 型号  规格 | 数量 | 国别  产地 | 制造  年份 | 额定  功率 | 生产  能力 | 用于项目部位 | 备注 |
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附表二：

用于本项目人员简历表

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| --- | --- | --- | --- | --- | --- | --- |
| 姓名 | |  | 性别 | |  | |
| 职务 | |  | 职称 | |  | |
| 毕业学校、专业 | |  | | | | |
| 身份证号 | |  | 拟在本项目任职 | | |  |
| 执业资格证 | |  | 执业资格证书号 | | |  |
| 近\_\_\_\_年承担项目情况 | | | | | | |
| 时间 | 类似项目名称 | | 担任职务 | 项目单位名称及电话 | | |
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（各供应商可根据自身响应情况进行增减）

附表三：

**拟投入本项目的人员计划表**

单位：人

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 职务 | 按项目阶段投入人员情况 | | | | | | |
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**（二）供应商认为有必要说明的问题。**