IXC

Contracting and won-denominated billing for overseas IT services

A purchasing template for reviewing the contracting party, evidence, renewal, and support scope together

A practical IXC resource for adoption decisions and delivery

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Using this resource

Compares purchase routes for an overseas tool and sets out in the purchase request the questions that finance, legal, and technical owners need to confirm.

Purchasing and finance owners · Implementation owners · Technology leaders

Contents

01 Separate service use from purchase terms 3

02 Compare budget and evidence item by item 4

03 Manage account ownership and renewal dates 5

04 Review technical support and data 6

05 Record the decision in the purchase request 7

How to complete and reuse it

Read the criteria in this PDF, then fill the blank fields with your actual conditions and anything still unconfirmed. The Excel file for the same practice area has a worksheet for each resource. Keep the worked examples separate from real customer cases and confirmed quotes.

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Separate service use from purchase terms

Buying an overseas IT service means deciding the product's features, the counterparty, the billing method, and technical support together. Even for the same product, the documents to check differ by supply route.

Purchase route	Contract and billing checks	Support scope checks
Direct contract with the overseas vendor	Contracting entity, account owner, currency, and evidence	Vendor's standard support and separate implementation support
Resale contract with a Korean company	Korean supplying entity, terms of use, and billing items	Split between intake in Korea and inquiries to the vendor
Partner billing and purchasing support	Counterparty to the product licence contract and to the billing contract	Scope included for purchasing support, integration development, and operations

Going through a partner does not by itself change the product's terms of use or data processing terms. Record the legal entity name and the document title for each of the product contract, the billing contract, and the build and operations contract. When choosing the contracting route, compare the evidence you need and the actual scope of support in the same table as well.

> **Documents to request first**
>
> The quotation, the product terms of use, the order form or contract, the scope of support, and the renewal and termination terms. If personal data is involved, add the data processing documents and the sub-processor list to the review materials as well.

Compare budget and evidence item by item

Separating the product licence fee from implementation and operations costs lets you review upfront costs and recurring spend together. Express expected usage and the unit the overage rate applies to over the same period.

Cost and evidence comparison by purchase route

Item to check	Candidate route A	Candidate route B	Reviewer
Licence fee, billing period, currency			
Usage basis, overage billing			
Cost of implementation and operations services			
Exchange rate date, quote validity period			
Evidence provided, issuing entity			
Originals needed for tax review			

Even if the quote shows a won amount, check when the exchange rate is applied and how the price is adjusted at renewal. Also record whether the amount can be reduced when usage falls and in which period additional usage is settled. Keep tax treatment as an item for the finance owner to confirm, passing them the contract documents and the actual transaction structure.

> **Worked example**
>
> If route A is prepaid annually and route B is billed monthly, do not compare monthly unit prices alone. For the same period of use, enter the licence fee, overage charges, implementation cost, and operations cost separately, and mark when each payment falls due.

Manage account ownership and renewal dates

The account and renewal notices must stay with the organisation even when the purchasing owner changes. Manage login, billing, and support request permissions separately.

What to manage	Conditions to check	Record to keep
Account ownership	Company account, recovery method, and change of administrator	Administrator and backup owner
Billing	Payment method, invoice recipient address, and spend approval	Finance contact and approval process
Renewal	Term, automatic renewal, and deadlines for change and termination notices	Clause wording and review schedule
Usage	Unit of measure, usage alerts, and overage handling	Reference values and who checks them
Exit	Data export, access removal, and deletion requests	Transfer owner and evidence of completion

Renewal review schedule

Date to check	Contract wording	Internal review date	Owner
Contract expiry			
Notice deadline for change or termination			
Budget and usage review			

Set the internal review date based on the notice method and deadline as written in the contract. So that renewal notices do not depend on a personal mailbox alone, confirm the receiving address and the backup owner. Also check whether changing the payment method and changing the service administrator are separate processes.

Review technical support and data

Billing in Korea and technical support in Korea are each negotiated separately. Record the support included in the service licence fee separately from the development and operations work you would request from IXC.

Support and data review sheet

Question to confirm	Location in contract or documents	Current answer	Further checks
When an error occurs, where is it reported first?			
Who handles reproduction and vendor inquiries?			
Are changes to SDK and API integration included?			
Where is data actually processed and stored?			
Which sub-processors are used, and how are changes notified?			
What is the procedure for export, deletion, and exit?			

For the data review, first list the items collected, the purposes of use, the storage location, and who has access. Pass that list to the privacy and security owners to confirm which notices and contract terms apply. Do not assume where data is processed or which terms apply just because you are contracting in Korea.

> **What IXC covers in a OneSignal implementation**
>
> Beyond contracting in Korea and won-denominated billing, IXC works out SDK integration, customer data design, and campaign build and operations with you. It also supports developing and operating the connection from your existing SMS and Alimtalk vendor APIs to Journeys webhooks, to the extent you need.

Record the decision in the purchase request

Keep the reason for choosing the product separate from the reason for choosing the contracting route. Record conditions not yet confirmed together with an owner and a date for confirming them, and use that record in the approval review.

Purchase review summary

Item	Review notes	Unconfirmed items and owner
Purpose of use and target organisation		
Chosen product, contracting route		
Licence fee, cost of implementation, cost of operations		
Evidence, renewal, termination terms		
Support roles and contact route		
Data and exit review results		

Also record the dates on which you checked the current quote and terms of use. Reusing the same review sheet at renewal lets you compare changes in usage, support scope, and contract terms. In your inquiry, include the product name, the items where the purchasing process is stuck, and the implementation and operations scope you need.

> **Questions to settle before a consultation**
>
> Why you need to contract in Korea, the required evidence, expected usage, and your target implementation date. If you already have quotes, first align their differing scopes and billing units.

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Publication and use

Based on the product name, required evidence, expected usage, and preferred schedule, we work out contracting in Korea and the development and operations scope you need.

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www.ixc.co.kr/en/assets/overseas-vendor-contract-guide

References

IXC Contracting and won-denominated billing for overseas IT services

https://www.ixc.co.kr/en/assets/overseas-vendor-contract-guide

OneSignal Usage & billing

https://documentation.onesignal.com/docs/en/billing-faq

IXC OneSignal implementation, integration and operations

https://www.ixc.co.kr/en/solutions/onesignal