**GOVERNMENT OF BERMUDA**

Cabinet Office
Office of Project Management and Procurement

RFQ – Smart Templates and Management
software/system

**Addendum #2**

March 14, 2017

This Addendum forms part of the RFP documents and is subject to all of the conditions set out in the contract conditions.

This Addendum # 2 contains 2 page.

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**A.** **Bidder's Questions (Q) and Government Responses (R).**

*Q1     How many templates are you looking at getting? In the document, page 8 point 2.2 - 1g) it states 5 types of templates, however are you looking at these 5 templates customized-ready for each departments? OR just these 5 type of templates?*

*R1      We require templates for the following tender documents.  The Government will modify the standard documents, as required, to meet the departments' requirements.*

- *Request for Information*
- *Expression of Interest,*
- *Request for Qualifications*
- *Request for Pre-Qualifications,*
- *Request for Quotations (low bid and high score methods),*
- *Invitation to Tenders/Request for Tenders, (low bid and high score methods) for Minor, Major Works, Services and Goods, and*
- *Request for Proposals for (Regular, Best and Final offer (concurrent), with and without Negotiation (consecutive), for such things as Professional Services, technology, and framework procurement actions, etc.*

*Q2     Would you like the system to have online access for both vendors and bidders?*

*R2     No, the tool will be employed by internal users only.*

*Q3     Does this system has to be able to link to E1 so that it can manage Purchase Orders relating to the contracts?*

*R3     No*

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Q4    *Will procurement be giving the content to add to the template which would be standard for all departments? OR are you looking at having the bidder to write the content for the templates?*

R4.    *The successful bidder will write the content for each template.*

Q5    *Page 9, 2.3 there is a mention for mobile access and apps : are you looking to launch the app at the same time as the software/web application or as a second phase? What features are you looking to get for the mobile app? (Only viewing documents? Send documents to emails, etc)*

R5.    *The bidder should provide a schedule for options as noted in 2.6*

END OF ADDENDUM #2