

FORM A: PROPOSAL
(See B9)

1. Contract Title REQUEST FOR PROPOSAL FOR A CITY OF WINNIPEG
ENTERPRISE CONTENT MANAGEMENT (ECM) SOLUTION

2. Proponent

Name of Proponent

Usual Business Name of Proponent as it appears on Invoice (if different from above)

Street

City

Province

Postal Code

Email Address of Proponent

Facsimile Number

(Mailing address if different)

Street or P.O. Box

City

Province

Postal Code

GST Registration Number (if applicable)

The Proponent is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Proponent hereby authorizes the following contact person to represent the Proponent for purposes of the Proposal.

Contact Person

Title

Telephone Number

Facsimile Number

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D5.

5. Offer The Proponent hereby offers to perform the Work in accordance with the Contract for the Price(s), in Canadian funds, set out on Form B: Prices, appended hereto.
6. Execution of Contract The Proponent agrees to execute and return the Contract no later than seven (7) Calendar Days after receipt of the Contract, in the manner specified in C4.1.
7. Commencement of the Work The Proponent agrees that no Work shall commence until he/she is in receipt of a notice of award from the Award Authority authorizing the commencement of the Work.
8. Contract The Proponent agrees that the Request for Proposal in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Proposal.
9. Addenda The Proponent certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:
- | No. | Dated |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
10. Time This offer shall be open for acceptance, binding and irrevocable for a period of ninety (90) Calendar Days following the Submission Deadline.
11. Indigenous Self-Declaration The City is requesting that Bidders identify if their business is at least 51% owned by one or more Indigenous persons of Canada.
- YES, 51% or more Indigenous ownership
- NO, it is not
- This information is being gathered for statistical purposes only and will not be used for purposes of evaluation.

12. Signatures

The Proponent or the Proponent's authorized official or officials have signed this

_____ day of _____, 20_____.

Signature of Proponent or
Proponent's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

FORM B(R1): PRICES
 (See B10)

REQUEST FOR PROPOSAL FOR A CITY OF WINNIPEG ENTERPRISE CONTENT MANAGEMENT (ECM) SOLUTION

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE
Alternative 1					
Cloud-Based Solution - COW					
1.	Licence – one-time	E2.3	Ea.	6000	
2.	Maintenance/Support – annual per-user	E2.4	Ea.	6000	
3.	Professional Services – Installation and Setup	E2.5	Fixed	1	
4.	Professional Services - Administrator Training	E2.6	Fixed	1	
5.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
6.	Premium Support Service – per use	E2.8	Ea.	1	
On-premise Licence-Based Solution WPS					
7.	Server	E2.2	Ea.	1	
8.	Licence – one-time	E2.3	Ea.	2000	
9.	Maintenance/Support – annual per-user	E2.4	Ea.	2000	
10.	Professional Services – Installation and Setup	E2.5	Fixed	1	
11.	Professional Services - Administrator Training	E2.6	Fixed	1	
12.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
13.	Premium Support Service – per use	E2.8	Ea.	1	
	<i>Detail other costs below, specifying if mandatory or optional:</i>				

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE
Alternative 2					
On-premise Licence-Based Solution - COW					
14.	Server	E2.2	Ea.	1	
15.	Licence – one-time	E2.3	Ea.	6000	
16.	Maintenance/Support – annual per-user	E2.4	Ea.	6000	
17.	Professional Services – Installation and Setup	E2.5	Fixed	1	
18.	Professional Services - Administrator Training	E2.6	Fixed	1	
19.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
20.	Premium Support Service – per use	E2.8	Ea.	1	
On-premise Licence-Based Solution - WPS					
21.	Server	E2.2	Ea.	1	
22.	Licence – one-time	E2.3	Ea.	2000	
23.	Maintenance/Support – annual per-user	E2.4	Ea.	2000	
24.	Professional Services – Installation and Setup	E2.5	Fixed	1	
25.	Professional Services - Administrator Training	E2.6	Fixed	1	
26.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
27.	Premium Support Service – per use	E2.8	Ea.	1	
	<i>Detail other costs below, specifying if mandatory or optional:</i>				

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	UNIT PRICE
Alternative 3					
Cloud - SaaS/Subscription Based Solution - COW					
28.	Subscription – one-time	E2.3	Ea.	6000	
29.	Maintenance/Support – annual per-user	E2.4	Ea.	6000	
30.	Professional Services – Installation and Setup	E2.5	Fixed	1	
31.	Professional Services - Administrator Training	E2.6	Fixed	1	
32.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
33.	Premium Support Service – per use	E2.8	Ea.	1	
On-premise SaaS/Subscription Based Solution - WPS					
34.	Server	E2.2	Ea.	1	
35.	Subscription – one-time	E2.3	Ea.	2000	
36.	Maintenance/Support – annual per-user	E2.4	Ea.	2000	
37.	Professional Services – Installation and Setup	E2.5	Fixed	1	
38.	Professional Services - Administrator Training	E2.6	Fixed	1	
39.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
40.	Premium Support Service – per use	E2.8	Ea.	1	
	<i>Detail other costs below, specifying if mandatory or optional:</i>				

Alternative 4					
On-premise SaaS/Subscription Based Solution - COW					
41.	Server	E2.2	Ea.	1	
42.	Subscription – one-time	E2.3	Ea.	6000	
43.	Maintenance/Support – annual per-user	E2.4	Ea.	6000	
44.	Professional Services – Installation and Setup	E2.5	Fixed	1	
45.	Professional Services - Administrator Training	E2.6	Fixed	1	
46.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
47.	Premium Support Service – per use	E2.8	Ea.	1	
On-premise SaaS/Subscription Based Solution - WPS					
48.	Server	E2.2	Ea.	1	
49.	Subscription – one-time	E2.3	Ea.	2000	
50.	Maintenance/Support – annual per-user	E2.4	Ea.	2000	
51.	Professional Services – Installation and Setup	E2.5	Fixed	1	
52.	Professional Services - Administrator Training	E2.6	Fixed	1	
53.	Professional Services – End-User Training / Orientation / Documentation	E2.7	Fixed	1	
54.	Premium Support Service – per use	E2.8	Ea.	1	
	<i>Detail other costs below, specifying if mandatory or optional:</i>				

 Name of Proponent

Optional Unit Prices: ON-PREMISE LICENCE-BASED SOLUTION (E3.1)

Licence – one-time per user _____

Maintenance/Support – annual per user _____

Note – Optional Unit Prices are for information purposes only and will not be evaluated.

Optional Unit Prices: CLOUD LICENCE-BASED SOLUTION (E3.2)
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Licence – one-time per user _____

Maintenance/Support – annual per user _____

Note – Optional Unit Prices are for information purposes only and will not be evaluated.

Optional Unit Prices: SAAS/SUBSCRIPTION BASED SOLUTION (E3.4)
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On Premise – annual subscription per user (after first year of installation) _____
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Cloud – annual subscription per user (after first year of installation) _____

Note – Optional Unit Prices are for information purposes only and will not be evaluated.