



**GOVERNMENT OF BERMUDA**  
The Cabinet Office  
Management Consulting Section

Request for Quotation (Programme and  
Performance Management Software  
Solution)

**Addendum #1**

18<sup>th</sup> of October, 2019

Dear Respondents,

The following addendum supersedes information contained in the RFQ to the extent referenced.

This Addendum forms part of the RFQ documents and will be subject to all of the conditions set out in the contract conditions. Acknowledge receipt of this Addendum in the space provided on the Submission Form when bidding.

Addendum #1 contains two (2) pages.

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

- Q1** Under the local benefit section, is there also a component that prioritizes existing relationships with other cabinets in Government of Bermuda office? If so, should we include information on this current relationship in the Local Benefits section?
- R1** See Local Benefit Form attached, proponent must return this form with their proposal.
- Q2** If a company has previously executed an agreement with a Bermuda governmental entity that is a combination of terms from Bermuda Services agreement and the company's Terms and Conditions, would this work in this transaction?
- R2** See Appendix A Form of Agreement and Annex A Sample Form of Agreement.
- Q3** Are Pricing proposal and billing in USD acceptable?
- R3** See Appendix C Pricing – 1 (b). Pricing must be provided in Bermuda funds, inclusive of all applicable duties and taxes, which should be itemized separately.
- Q4** How many user licenses will be needed in the system?
- R4** Approximately 100 users will be required in the system.
- Q5** Does a company have to provide Certificate of Insurance as part of the RFP to demonstrate that the insurance coverage aligns with the Bermuda requirements in substance?
- R5** The insurance provided has to be valid in Bermuda.

Correction to the Request for Proposal Appendix D – RFP particulars  
E. PRE-CONDITIONS OF AWARD

1. Insurance

- a. The Successful proponent shall provide and thereafter maintain insurance against all risks in respect of its property and any equipment used for the execution of this Contract.



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b. The Successful proponent shall provide and thereafter maintain all appropriate workmen's compensation insurance, or the equivalent, with respect to its employees to cover claims for personal injury or death in connection with this Contract.

c. The Successful proponent shall also provide and thereafter maintain liability insurance in an adequate amount to cover third-party claims for death or bodily injury, or loss of or damage to property, arising from or in connection with the provision of services under this Contract or the operation of any vehicles, boats, airplanes or other equipment owned or leased by the Successful proponent or its agents, servants, employees or sub-contractors performing work or services in connection with this Contract.

2. Financial Checks

Prior to awarding a contract to the selected bidder(s), the contracting department will perform financial checks to confirm whether the bidder is delinquent in making payments to the Government for Social Insurance contributions, Payroll Tax or any other debt recorded by the Accountant General's Debt Collection Section, and will perform a check with the Bermuda Registrar of Companies to confirm whether the bidder is a proper legal entity that is in good standing.

**Q6** Sections 5.2 and 7. If a company has a previous engagement with the government, is the company required to be registered in Bermuda? Also, if the company does not have employees in Bermuda so there wouldn't be any taxes to be paid or deducted.

**R6** Being registered in Bermuda is not required. We can reserve the right to conduct verifications in other jurisdictions including domicile of a company for entities not registered in Bermuda. Overseas companies are responsible for paying taxes in their own jurisdiction.

We are aware of the differences in On-premises software and Software as a service solutions (SaaS) and we expect to make some adjustments to accommodate accordingly should we choose to implement a SaaS solution.

END OF ADDENDUM #1

**Note: Amendment/addenda will be posted at <https://www.gov.bm/procurement-notices>. Respondents should visit the Government Portal website on a regular basis during the Procurement process.**