

November 27, 2023**Addendum No. 03****File Reference Number: NRFP 2023 047****Title: Enterprise Resource Planning Solution****RE: Clarifications/Questions**

Please refer to the following information / clarifications:

Question 1: Will ONTC be open to procuring the licenses directly from the software vendor and sign the software agreement with the software vendor? We think it would be beneficial for ONTC to procure licenses and execute the software license agreement with the software vendor directly (based on the selected SI and the software being proposed for the RFP) so that there is a direct, ongoing engagement between ONTC and the Software vendor for product related support.

Answer: ONTC expects that each respondent proposes a solution with a licensing structure that best meets ONTC's needs. If there is an assumption that ONTC will secure specific pricing from a software vendor, outline the assumption in Appendix B – Pricing Schedule.

ONTC reserves the right to negotiate on licensing.

Question 2: In addition to Form 1 and Form 2 (submission forms) of the NRFP, would ONTC consider provision of an editable copy of the NRFP main document, so it is able to be used as a response template?

Answer: ONTC will not provide an editable copy of the NRFP main document.

Question 3: Given the importance of this work and its alignment with the Minister's letter would ONTC consider a 2-week extension to the submission deadline?

Answer: ONTC will agree to extend the submission deadline for this NRFP by four (4) business days. The new submission deadline will now be Thursday, December 21, 2023 at 2:00 p.m. local time (North Bay, Ontario).

Question 4: In addition to the general Terms and Conditions outlined in Part 6 of the NRFP, does ONTC have a standard form of Master Services Agreement that it would be prepared to share for feedback?

Answer: No. ONTC does not have a standard Agreement for this NRFP. The Agreement will be negotiated with the Successful Respondent.

Question 5: Will ONTC allow a third party to handle disbursements to their employees (i.e., Pay their employees) and remit payroll source deductions to provincial/federal authorities?

Answer: As per Addendum No. 01, Question 13, ONTC currently manages payroll in-house. However, ONTC is not opposed to looking at the best fit for the organization and solution. If proposing for ONTC to outsource, please include this in your proposal.

Regards,

Ashley Commanda
Manager, Public Procurement
Ashley.Commanda@ontarionorthland.ca