



OFFICE OF WILL COUNTY EXECUTIVE LAWRENCE M. WALSH

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2017-51 – ERP RFP Addendum #1 – November 2, 2016

We received the following questions regarding this RFP:

Question #1: Is on-site attendance mandatory or is remote/phone attendance permitted?

Answer #1: **On-site attendance is Mandatory** for the Pre-Proposal Conference. Remote/phone attendance is **not** permitted.

Question #2 Whether companies from Outside USA can apply for this?
(like, from India or Canada)

Answer #2: Nothing precludes a foreign owned company from submitting proposals, but the company should have a US presence.

Question #3: Whether we need to come over there for meetings?

Answer #3: Some meetings can be conducted via phone or other forms of tele-presence, but others will require the vendor to be physically present. The vendor **MUST** be physically present for: the mandatory pre-bid meeting on Nov. 14, the product demonstrations in March (with the assigned Project Manager), as well as an ongoing physical presence in the form of the required Project Manager who will be assigned for the duration of the project. Carefully note how travel costs are to be accounted for in the proposal. The County will **NOT** reimburse travel expenses not included in the proposal.

Question #4 Can we perform the tasks (related to RFP) outside USA?
(like, from India or Canada)

Answer #4: Some of them could be, but not Project Management and other tasks requiring physical presence.

Question #5: Can we submit the proposals via email?

Answer #5: No, responses to the RFP **must** be submitted in a **sealed package**, per the instructions on Page 4:

*All proposals must be prepared on the forms provided by the County of Will and submit **ONE ORIGINAL AND TWELVE (12) COMPLETE COPIES (PLAINLY MARKED) AND ONE DIGITAL COPY (CD or Flash drive)** in accordance with the Instructions to Vendors.*