

**City of Coquitlam**

**REVISED - PROPOSAL SUBMISSION FORM REVISION NO 1**

**RFP No. 24-099**

**IBM Subscription & Support Renewal and Maximo License Conversion**

**Proposals will be received as per the date and time specified in the Key Dates Section of the RFP.**

**INSTRUCTIONS FOR PROPOSAL SUBMISSION**

Proposal submissions are to be returned in Microsoft Word and any other supporting documents to be consolidated into one PDF file and uploaded through QFile, the City’s file transfer service accessed at website: [qfile.coquitlam.ca/bid](http://qfile.coquitlam.ca/bid)

**1. In the “Subject Field” enter:** RFP Number and Name

**2. Add files and “Send Files”**

(Ensure your web browser remains open until you receive 2 emails from QFile to confirm upload is complete.)

Proponents are responsible to allow ample time to complete the Proposal Submission process. If assistance is required phone 604-927-3037.

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| --- | --- |
| **Legal Name of Company** |  |
| **Contact Person and Title** |  |
| **Business Address** |  |
| **Telephone** |  |
| **Email Address** |  |

1. **DEPARTURES AND AWARD**

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| 1. **CONTRACT -** I/We have reviewed the City’s [Standard Terms and Conditions - Purchase of Goods and Services](https://www.coquitlam.ca/DocumentCenter/View/1446/10-02-2019-Standard-Terms-and-Conditions---Purchase-of-Goods-and-Services-PDF) and would be prepared to enter into in an agreement that incorporates the City’s Standard Terms and Conditions, amended by the following departures (list, if any): | |
| **Section** | **Requested Departure(s) / Alternative(s)** |
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| 1. **SERVICES -** I/We have reviewed the Scope of Services as descibed in this RFP and are prepared to meet those requirements, amended by the following departures and additions (list, if any): |
| **Requirements – Requested Departure(s) / Alternate(s) / Addition(s)** |
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| 1. **AWARD -** For eligibility of award, the City requires the successful Proponent to complete and have the following in place before providing the Goods and Services.   **Section 1c items are not required as part of this Proposal but may be required prior to entering into an agreement with the City.** | |
| 1. **Business License** - A City of Coquitlam or Tri Cities Intermunicipal [Business License](https://www.coquitlam.ca/602/Business-Licences) |  |
| **As of the date of this Proposal, we advise that we have the ability to meet all of the above requirements except as follows (list, if any):** | |
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1. **CORPORATE**

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| 1. **CAPABILITIES, CAPACITY AND RESOURCES** - Proponents to provide information on the following (use the spaces provided and/or attach additional pages, if necessary)**:** |
| 1. Structure of the Proponent, background, how many years they have been in business and organizational history (e.g. mission, vision, corporate directions, years in business, etc.): |
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| 1. Proponent is to state relevant experience and qualifications as to the Services requested in the RFP: |
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| 1. Proponent is to state any value added benefits and activities they can provide in delivering the Services. Provide details: |
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| 1. **REFERENCES –** Proponent shall be competent and capable of performing the Services requested and successfully delivered service contracts of similar size, scope and complexity. The City reserves the right to contact any person(s), agency(ies) or firm(s) not listed as part of an independent review (use the spaces provided and/or attach additional pages, if necessary): | |
| **Reference No. 1** | |
| **Project Title and Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date and End Date** |  |
| **Contract Value** |  |
| **Completed on budget and schedule** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Contact Name: |
| Phone Number and Email: |

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| --- | --- |
| **Reference No. 2** | |
| **Project Title and Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date and End Date** |  |
| **Contract Value** |  |
| **Completed on budget and schedule** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Contact Name: |
| Phone Number and Email: |

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| **Reference No. 3** | |
| **Project Title and Description of Contract** |  |
| **Size and Scope** |  |
| **Work Performed** |  |
| **Start Date and End Date** |  |
| **Contract Value** |  |
| **Completed on budget and schedule** |  |
| **Project completed on schedule** |  |
| **Reference Information** | Company: |
| Contact Name: |
| Phone Number and Email: |

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| 1. **KEY PERSONNEL –** Proponent proposes the following key personnel for the Services stated in the RFP. No changes, additions or deletions are to be made to these Key Personnel without the City’s written approval. (use the spaces provided and/or attach additional pages, if necessary) | | | | |
| **LINE ITEM** | **NAME** | **TITLE/POSITION** | **EXPERIENCE AND QUALIFICATIONS** | **YEARS WITH YOUR ORGANIZATION** |
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| 1. **MANUFACTURE AUTHORIZATION** - Provide as an attachment a letter from IBM that you are authorized to renew subscription: |
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1. **SUSTAINABLE BENEFITS AND SOCIAL RESPONSIBILITY**

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| 1. Describe all initiatives, policies, programs and product choices that illustrate your firm’s efforts towards sustainable practices and environment responsibility in providing the services that would benefit the City |
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| 1. What policies does your organization have for hiring apprentices, indigenous peoples, recent immigrants, veterans, young people, women, people with disabilities and any other groups: |
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| 1. What policies does your organization have for the procurement of goods and services from local small and medium sized business or social enterprises or Indigenous owned businesses: |
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| 1. What policies does your organization have to support reconciliation with indigenous peoples: |
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1. **FINANCIAL**

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| **a) Category Shortlist** - Proponent is to indicate the categories which they are applying for | | | | | | |
| **Category** | **Description** | | | | **YES** | **NO** |
| **1** | **Category 1 – IBM Cognos -** Quantities identified below are firm. | | | |  |  |
| **2** | **Category 2 – IBM Maximo** Quantities identified below are firm. | | | |  |  |
| **3** | **Category 3 – IBM Maximo AppPoints Conversion (Application Suite and Maximo IT)**  Quantities identified for AppPoints represent an initial needs estimate and these numbers could change. Shortlisted proponents will be asked to perform an AppPoint assessment to provide the City with a more precise fit. | | | |  |  |
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| **b) PRICE -** Prices proposed are to be all inclusive; therefore, include all labour, material, tools, equipment, transportation, fuel, supervision, disposal fees, permit fees and any other items required for provision of the services (exclude GST): | | | | | | |
| **Category 1 – IBM Cognos** | | | | | | |
| **Item** | **Description** | **Part #** | **Qty** | **Unit Price** | | **Extended Price** |
| (exclude PST/GST) | | (exclude PST/GST) |
| **Cognos Analytics** | | | | | | |
| **1** | IBM Cognos Analytics Explorer Authorized User | E0K2DLL | 10 | $ | | $ |
| **2** | IBM Cognos Analytics Administrator Authorized User | E0K30LL | 2 | $ | | $ |
| **3** | IBM Cognos Analytics User Authorized User | E0K32LL | 389 | $ | | $ |
| **Cognos Enterprise Planning** | | | | | | |
| **4** | IBM Cognos Enterprise Planning Manager Authorized User | E064ULL | 1 | $ | | $ |
| **5** | IBM Cognos Enterprise Planning Modeler Authorized User | E064VLL | 10 | $ | | $ |
| **6** | IBM Cognos Enterprise Planning User Authorized User | E0NW5LL | 80 | $ | | $ |
| **Category 1 Total** | | | | | | **$** |
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| **Category 2 – IBM Maximo** | | | | | | |
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| **IBM Maximo** | | | | | | |
| **7** | IBM Maximo Enterprise Adapter for Oracle Applications Server | E03ZCLL | 2 | $ | | $ |
| **8** | IBM Maximo Asset Management Limited Use Authorized User | E0AUTLL | 147 | $ | | $ |
| **9** | IBM Maximo Asset Management Authorized User | E0AUULL | 74 | $ | | $ |
| **10** | IBM Maximo Asset Management Express Use Authorized User | E0ED7LL | 54 | $ | | $ |
| **11** | IBM Maximo Asset Management Express Use Concurrent User | E0LM7LL | 30 | $ | | $ |
| **12** | IBM Maximo Enterprise Adapter for Oracle Applications Server | Y03ZCLL | 2 | $ | | $ |
| **13** | IBM Maximo Asset Management Limited Use Authorized User | Y0AUTLL | 147 | $ | | $ |
| **14** | IBM Maximo Asset Management Authorized User | Y0AUULL | 74 | $ | | $ |
| **15** | IBM Maximo Asset Management Express Use Authorized User | Y0ED7LL | 54 | $ | | $ |
| **16** | IBM Maximo Asset Management Express Use Concurrent User | Y0LM7LL | 30 | $ | | $ |
| **IBM Maximo Spatial** | | | | | | |
| **17** | IBM Maximo Spatial Asset Management Install | E0AVYLL | 2 | $ | | $ |
| **18** | IBM Maximo Spatial Asset Management Authorized User | E0AVZLL | 12 | $ | | $ |
| **19** | IBM Maximo Spatial Asset Management Install | Y0AVYLL | 2 | $ | | $ |
| **20** | IBM Maximo Spatial Asset Management Authorized User | Y0AVZLL | 12 | $ | | $ |
| **IBM Control Desk** | | | | | | |
| **21** | IBM Control Desk Authorized User | E0CVILL | 4 | $ | | $ |
| **22** | IBM Control Desk Concurrent User | E0CVLLL | 16 | $ | | $ |
| **23** | IBM Control Desk Authorized User | Y0CVILL | 4 | $ | | $ |
| **24** | IBM Control Desk Concurrent User | Y0CVLLL | 16 | $ | | $ |
| **BM License Metric Tool** | | | | | | |
| **25** | IBM License Metric Tool Per Establishment | E027NLL | 1 | $ | | $ |
| **Category 2 Total** | | | | | | **$** |
| **Category 3 – IBM Maximo AppPoints Conversion (Application Suite and Maximo IT)** | | | | | | |
| **IBM Maximo Application Suite** | | | | | | |
| **26** | IBM Maximo Application Suite per AppPoint from Eligible Programs Trade Up Licence + SW Subscription & Support 12 Months | D29HYLL | 974 | $ | | $ |
| **27** | IBM Maximo Application Suite per AppPoint Annual SW Subscription & Support Renewal | E0R1HLL | 974 | $ | | $ |
| **IBM Maximo IT** | | | | | | |
| **28** | IBM Maximo IT per AppPoint from Eligible Programs Trade Up Licence + SW Subscription & Support 12 Months | D0GL1ZX | 172 | $ | | $ |
| **29** | IBM Maximo IT per AppPoint Annual SW Subscription & Support Renewal | E0GKGZX | 172 | $ | | $ |
| **Category 3 Total** | | | | | | **$** |

**Attention Purchasing Manager:**

1. **I/We, the undersigned duly authorized representative of the Proponent**, having received and carefully reviewed all of the Proposal documents, including the RFP and any issued addenda posted on the City’s website [www.coquitlam.ca/Bid-Opportunities](http://www.coquitlam.ca/140/Bid-Opportunities) , and having full knowledge of the Site, and having fully informed ourselves as to the intent, difficulties, facilities and local conditions connected to performing the Services~~,~~ submit this Proposal in response to the RFP.
2. **I/We**  agree to the rules of participation outlined in the [Instructions to Proponents](https://www.coquitlam.ca/DocumentCenter/View/1457/Instructions-to-Proponents-PDF) and should our Proposal be selected, agree to the City’s [Standard Terms and Conditions - Purchase of Goods and Services](https://www.coquitlam.ca/DocumentCenter/View/1446/10-02-2019-Standard-Terms-and-Conditions---Purchase-of-Goods-and-Services-PDF) and will accept the City’s Contract as defined within this RFP document.
3. **I/We acknowledge** receipt of the following Addenda related to this Request for Proposals and have incorporated the information received in preparing this Proposal.

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| **Addendum No.** | **Date Issued** |
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**This Proposal** is submitted this \_\_\_\_day of \_\_\_\_\_\_\_, 20\_\_\_\_\_\_.

**I/We have the authority to sign on behalf of the Proponent and have duly read all documents.**

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| **Legal Name of Company** |  |
| **Signature(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |
| **Print Name(s) and Position(s) of Authorized Signatory(ies)** | **1.** |
| **2.** |