



CAYMAN ISLANDS GOVERNMENT

Addenda #2
For
RFP for An E-Procurement Solution

Procurement No.: **EPC-CPO-001**

Addenda Issued: **January 20th 2025**

Submission Deadline: **February 5th 2025 @ 5pm**

Addenda Type: Answers to Questions & Clarification

Answer to Questions

Question 1:	Can you confirm the new deadline for all questions, has this also moved forward two weeks?
Answer 1:	The question deadline was not moved at that but due to the importance of clarifying the additional questions, the question deadline will now be moved to January 29th for all vendors.

Question 2:	Business License - Submissions must include proof of a Cayman Islands Trade & Business License or a foreign equivalent that covers the provision of the deliverables. - Q. For organisations trading and registered overseas, is for example company registration on “companies House” UK register sufficient?
Answer 2:	Yes. We are seeking to confirm that any organization making a submission, overseas or otherwise, is a legitimate business and that we are able to conduct appropriate due diligence (checking references, open source research, confirmation of insurance, data protection compliance, etc) on that organisation for submission evaluation and contracting purposes.

Question 3:	Proposal, Demonstration and Value-Add - Q. The presentation/demonstration stage, will this be an in-person demonstration at your offices or virtual demonstration?
Answer 3:	The vendor will be able to choose their preference for their demonstration. The format (in-person or virtual) will not impact scoring.

Question 4:	Existing contract with incumbent – Can you confirm when your current agreement expires and if there are any extension options?
Answer 4:	Our existing contract expires August 31 st 2025. There are no extension options for long-term service provision. If the incumbent would like to continue to provide services, they will need to compete in this procurement. Should a new vendor be successful in this procurement, any extension of existing arrangements would only be in relation to managing mid-flight procurements and transition support.

Question 5:	Transition & Data migration – Can you confirm if you intend to migrate any live tendering activity mid-flight to the new procurement portal and any indication of volume of data.
Answer 5:	No mid-flight procurements will be transferred. Some active contracts may need to be transitioned but the volume is low, approximately 50 contracts. More contracts exist but are currently managed outside of the system, so any new contracts to be added would be created “new” in the selected system.

Question 6:	Estimate Budget – Can you confirm your estimate budget for this procurement.
Answer 6:	This information will not be provided to vendors. The submissions will be evaluated in-line with the published criteria so we encourage all vendors to provide their best, value for money submission.

Points of Clarification

1. The Central Procurement Office (CPO) would like to make it clear that all vendors are expected to provide proposals that allow for an unlimited number of internal users, vendors, projects and contracts. The CPO issues an annual report that includes useful historical information on how many projects, users and vendors are in the existing system: <https://www.procure.gov.ky/cpo> and shows changes over the last 5 years.
2. Appendix D – The Expected Initial Contract Length for this procurement is three (3) years, in line with the Pricing Form (Appendix C). There will be no contract extension clauses.