

PART A

PROPOSAL SUBMISSION

FORM A: PROPOSAL
(See B8)

1. Project Title SUPPLY AND DELIVERY OF EMAIL LIST MANAGEMENT SYSTEM (ELMS) SOFTWARE

2. Bidder

Name of Bidder

Street

City

Province

Postal Code

(Mailing address if different)

Street or P.O. Box

City

Province

Postal Code

The Bidder is:

(Choose one)

a sole proprietor

a partnership

a corporation

carrying on business under the above name.

3. Contact Person

The Bidder hereby authorizes the following contact person to represent the Bidder for purposes of the Proposal.

Contact Person

Title

Telephone Number

Facsimile Number

4. Definitions

All capitalized terms used in the Contract shall have the meanings ascribed to them in the General Conditions and D3 unless the context otherwise requires.

5. Offer

The Bidder hereby offers to perform the Work in accordance with the Contract for the price(s), in Canadian funds, set out on Form B: Prices, appended hereto.

6. Qualification

The Bidder has in the past performed the works listed on Form C: Qualification, appended hereto, which were similar in nature, scope and value to the Work for which this offer is made.

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7. Execution of Contract The Bidder agrees to execute and return the Contract no later than seven (7) Calendar Days after receipt of the Contract, in the manner specified in GC.3.01.
8. Commencement of the Work The Bidder agrees that no Work shall commence until he is in receipt of a letter of intent from the Award Authority authorizing the commencement of the Work.
9. Contract The Bidder agrees that the Request for Proposal in its entirety shall be deemed to be incorporated in and to form a part of this offer notwithstanding that not all parts thereof are necessarily attached to or accompany this Proposal Submission.
10. Addenda The Bidder certifies that the following addenda have been received and agrees that they shall be deemed to form a part of the Contract:
- | | | | |
|-----|-------|-------|-------|
| No. | _____ | Dated | _____ |
| | _____ | | _____ |
| | _____ | | _____ |
11. Time This offer shall be open for acceptance, binding and irrevocable for a period of thirty (30) Calendar Days following the Submission Deadline.
12. Signatures In witness whereof the Bidder or the Bidder's authorized official or officials have signed this
- _____ day of _____, 20_____ .

Signed and sealed in
the presence of:

(Witness)

(Witness)

Signature of Bidder or
Bidder's Authorized Official or Officials

(Print here name and official capacity of individual whose signature appears above)

(Print here name and official capacity of individual whose signature appears above)

SEAL

FORM B: PRICES
(See B9)

SUPPLY AND DELIVERY OF EMAIL LIST MANAGEMENT SYSTEM (ELMS) SOFTWARE

UNIT PRICES

ITEM NO.	DESCRIPTION	SPEC. REF.	UNIT	APPROX. QUANTITY	AMOUNT
1.	ELMS Software	E3	lot	1	
2.	Software Support & Professional Services	E5	year	1	

BID PRICE (GST and PST extra) (in figures) \$ _____

(in words) _____

Name of Bidder

FORM N: RECOMMENDED EQUIPMENT
(See B11)

SUPPLY AND DELIVERY OF EMAIL LIST MANAGEMENT SYSTEM (ELMS) SOFTWARE

Hardware/System Software Item	Detailed Description and Configuration	Quantity
Database Server (test/development)		
Database Server (production)		
Application Server (Production)		
Application Server (test/development)		
Other Servers		
Storage		
Peripherals		
System Software		
Database Software		
System Management Software		

Name of Bidder

FORM O: EMAIL LIST MANAGEMENT SYSTEM FUNCTIONS
(SeeB12)

SUPPLY AND DELIVERY OF EMAIL LIST MANAGEMENT SYSTEM (ELMS) SOFTWARE

Number	Specification	Yes	No	Future	Third Party	Comments
1	Text, HTML, multipart MIME, and attachments support					
2	Content converters, validators and managers					
3	Enhanced mail merge on all fields					
4	Double confirmation of subscription/unsubscribe					
5	Spam content analysis					
6	Dynamic, conditional content and advanced content scripting					
7	Rich media insertion					
8	Three-tiered password protection					
9	Web interface TCP/IP security					
10	Email and web-based unsubscribe					
11	Automated bounce handling for both hard and soft bounce					
12	Suppression/banned email address lists (blacklists)					
13	SSL support					
14	Demographic analysis reports					
15	Real-time mail queue analysis					
16	Survey wizard for web and email surveys					
17	Subscribe/Unsubscribe all feature					
18	Supports Global and local templates with header and footer control					
19	Supports Scheduled mailing processes					
20	Mail Archive retrieval					
21	Master Email List capable					
22	A/B message capable					
23	Administrator log in over the internet					

Name of Bidder