



AMENDMENT # 3

RFP 313 - WORKFLOW MANAGEMENT SOLUTION FOR LINGUISTIC & PUBLICATIONS SERVICES AND RELATED PROFESSIONAL SERVICES

This Amendment #3, including any appendices attached hereto (the "Amendment"), amends and clarifies Request For Proposal No. 313, as previously amended and clarified (the "RFP"). The RFP otherwise remains unchanged and any capitalized words not defined herein have the meaning ascribed thereto in the RFP.

QUESTIONS AND ANSWERS

Question 1: In the RFP you indicate "The solution will not require plug-ins or add-ons to the Microsoft Office Suite or Microsoft Outlook."

By this do you mean there is not an expectation to integrate/interface with these MS products or that the integration cannot be via plug-ins or add-ons?

Answer 1: The solution is expected to manage files from the Microsoft Office Suite or Microsoft Outlook (such as via attaching the files to a request), but that it does not require an additional plug-in or add-on to the Microsoft Office Suite or Microsoft Outlook in order to support this function.

Question 2: My question pertains to the statement "The solution must meet the Web Content Accessibility Guidelines (WCAG 2.1) set out in the Standard on Web Accessibility."

Do all the software's parts and screens have to comply with these guidelines or do the guidelines only apply to the parts that the requesters (clients) will see?

Answer 2: The Web Content Accessibility Guidelines (WCAG 2.1) apply to the solution in its entirety and not just the portions accessible to clients.

Question 3: Do you have an editable version of the attached document, for example in Word format?

Answer 3: OAG will not provide a Word version of RFP document.

Question 4: Is an on-premise solution preferred over a cloud-based solution?

Answer 4: Please refer to section 4, solution requirements (page 9 of the RFP document). The proposed solution will be installed solely on OAG's servers and will be available through OAG's intranet. As indicated in section 12(ii), the OAG may elect to convert the solution to cloud base at a later time if such option is available (page 11 of the RFP document).

Question 5: Is there a requirement to integrate with Sharepoint or Office 365?

Answer 5: There is no Sharepoint or Office 365 integration requirement in the RFP. Please refer to rated requirement R3 as it pertains to the Microsoft Office Suite and Microsoft Outlook compatibility.

Question 6: In reference to M1.2 g), will files be delivered to clients via email or will clients have access to the workflow management software via the intranet portal?

Answer 6: OAG is changing M1.2.g) to read as follows:

“M1.2.g) Deliver files to clients via an attachment on an e-mail notification and files must also be available via portal”.

Question 7: In reference to R3, does compatibility refer to the ability for the software to be integrated or to support attachments/links to Word, Excel, Powerpoint, Adobe Reader XI files?

Answer 7: Rated Requirement R3 refers to the ability of the software to support attachments/links to Word, Excel, Powerpoint, Adobe Reader XI files and Outlook.

Question 8: In reference to R3, could you clarify what compatible with Microsoft Outlook means?

Answer 8: For greater clarity, in reference to rated requirement R3, OAG requires that all e-mail notifications generated by the solution must be received through Microsoft Outlook.