

**COST PROPOSAL FORM**

**PROJECT NO.:** FA2022-01

**PROJECT TITLE:** Financial System Implementation and Support Services

**Proponents are to complete the Cost Proposal Form and submit as per Section 2.5 of the RFP document.**

1. Our **Phase 1** Implementation Cost (excluding GST/HST) is:  
\$ \_\_\_\_\_ (Canadian Currency)

Proponents are to provide their hourly rates used to arrive at this cost

<b>Phase 1 Hourly Rates (Will be used by the NAC for information ONLY)</b>	
<b>Role</b>	<b>Hourly Rate</b>
Project Sponsor	\$ _____ (Canadian Currency)
Project Manager	\$ _____ (Canadian Currency)
Finance Subject Matter Expert (SME)	\$ _____ (Canadian Currency)
Technical Lead/Architect	\$ _____ (Canadian Currency)
Add other Roles as Needed	
	\$ _____ (Canadian Currency)

	\$ _____ (Canadian Currency)
	\$ _____ (Canadian Currency)

Proponents are encouraged to provide detailed costing (software and labor costs, as an attachment to the Cost Proposal Form). Proponents are advised the detailed costing will be used by the NAC for information ONLY.

2. Our **Phase 2** Implementation Cost (excluding GST/HST) is:  
\$ \_\_\_\_\_ Canadian Currency

Proponents are to provide their hourly rates used to arrive at this cost

Phase 2 Hourly Rates (Will be used by the NAC for information ONLY)	
Role	Hourly Rate
Project Sponsor	\$ _____ (Canadian Currency)
Project Manager	\$ _____ (Canadian Currency)
Finance Subject Matter Expert (SME)	\$ _____ (Canadian Currency)
Technical Lead/Architect	\$ _____ (Canadian Currency)
Add Other Roles as Needed	
	\$ _____ (Canadian Currency)

	\$_____ (Canadian Currency)
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Proponents are encouraged to provide detailed costing (software and labor costs, as an attachment to the Cost Proposal Form). Proponents are advised the detailed costing will be used by the NAC for information ONLY.

3. Our annual Support and Maintenance Cost (excluding GST/HST) is: \$\_\_\_\_\_ (Canadian Currency)

Proponents are to provide their Support and Maintenance Cost (excluding GST/HST) for 2 years and 3 years options in the table below:

<b>Support and Maintenance Cost for 2 Years and 3 years options (Will be used by the NAC for information ONLY)</b>	
2 years support and maintenance option	\$_____ (Canadian Currency)
3 years support and maintenance option	\$_____ (Canadian Currency)

Proponents are to provide detail costing of the annual support and maintenance package.

4. Our annual Licensing Cost (excluding GST/HST) is: \$\_\_\_\_\_ (Canadian Currency)

Proponents are to provide detailed breakdown of the costing of licensing included in their solution as an attachment to the Cost Proposal Form. This is a mandatory requirement. The expected details should include: how many licenses, which modules are included of the solution, the license type, third party licenses included, and any other items that the solution entails that are not listed above.

Proponents are to provide their Licensing Cost (excluding GST/HST) for the for 2 years and 3 years option in the table below:

Licensing Cost for 2 Years and 3 years options (Will be used by the NAC for information ONLY)	
2 years licensing option	\$ _____ (Canadian Currency)
3 years licensing option	\$ _____ (Canadian Currency)

5. We confirm that modifications set forth in the following Amendments No(s). \_\_\_\_\_ (list each Amendment received) to the RFP documents are reflected in the rates for services quotations.

..... Name (Print)	..... Title	..... Proponent Name:
..... Signature	..... Date	..... Address:
..... Duly Authorized Representative		..... Phone:
..... GST/HST No.: _____		..... Email: