

REQUEST FOR PROPOSALS "RFP" PS20200549

PROVISION OF TRAVEL AGENCY SERVICES AND A TRAVEL & EXPENSES MANAGEMENT  
SOLUTIONf

**QUESTIONS & ANSWERS NO. 1**

ISSUED ON September 8, 2020

Q1	Is the City planning to issue a follow-up RFP for a System Integrator, to integrate the Travel Agency Services and the Travel & Expenses Management Solution?
A1	No: this RFP PS20200549 should result in selected vendor(s) who will provide the system integration required.
Q1	If a proponent is responding to only one of the travel agency services or the T&E solution, and has successfully integrated with other proponents for the other/missing services, how should proponents submit their proposals?
A2	Two proponents can partner up to submit one proposal, answering all the travel agency and T&E requirements. Alternatively, each proponent can submit its own proposal, and reference industry partners who have demonstrated successful integrations of the two systems - ensure that the industry partners submit a proposal, and ensure that your proposals refer to each other, so the City knows which solutions have successfully integrated in the past.