



REQUEST FOR PROPOSAL No. 2466

Electronic Document and Records Management System (EDRMS)

DATE ISSUED: November 29, 2019

The City of Nanaimo (the “City”) and the Regional District of Nanaimo (the “RDN”) are each seeking Proposals from software providers for the supply of an off the shelf and in use product (not a custom as built solution for this project), for configuration, implementation and operationalization of Electronic Document Records Management System (EDRMS) software.

The Successful Proponent for each of the City and the RDN (collectively, the “Purchasers” and each individually, the “Purchaser”) will be required to provide implementation services including, but not limited to, project management, System installation support, configuration, data conversion, migration, training, go-live support and after implementation ongoing support and maintenance including upgrades and new releases as part of the support Agreement.

Each Purchaser will evaluate Proposals separately and may or may not select the same Proponent due to specific requirements. Any award by the Regional District of Nanaimo is subject to Board approval.

For more information and to obtain a copy of the documents, please go to the City of Nanaimo’s website at the following link:

https://www.nanaimo.ca/bid-opportunities/bid_details.aspx?id=1358