



Hamlet of Kinngait

REQUEST FOR PROPOSAL

IT Review and Assessment

The Hamlet of Kinngait is inviting qualified applicants to submit proposals to complete a review, assessment and analysis of the Hamlet's existing computer hardware and software. The review, assessment and analysis is intended to improve and update the Hamlet's servers, computers, printers and attendant software to meet its needs for the next five (5) years. Your proposal should include, but not necessarily limited to:

- Assessment of existing hardware.
- Assessment of existing software.
- Recommendation of new hardware and software.
- Preparation of tender documents for the purchase and installation of new hardware and software.
- Consideration of impending Fibre Optics.

Proposals must be submitted electronically via email by October 15, 2021 to:

**Senior Administrative Officer –
muncdsao@capedorset.ca**

Please address any inquiries via e-mail or phone call no later than 3 days prior to the submission deadline. Verbal responses to any enquiry cannot be relied upon and are not binding on either party, and it is strongly recommended that proponents request responses to inquiries via e-mail.

This is not a request for tenders, and proposals submitted in response to this RFP are done on a voluntary basis and shall not constitute tenders. The Hamlet of Kinngait is not obligated to accept the lowest bid or any proposal submitted.