



New Jersey Schools Insurance Group
6000 Midlantic Drive, Suite 300 North
Mount Laurel, New Jersey 08054
www.njsig.org

Request for proposals: A-2017-0002

Questions regarding the RFP and Answers

April 28, 2017

Question 1: RFP general question, I couldn't find this information in any section. Once a vendor is selected when is NJSIG looking for a "go live" or start date.

Answer: NJSIG's anticipated "go live" date with the payroll system is January 1, 2018.

Question 2: For [vendor] to Provide a response to your RFP, we request an NDA (non-disclosure agreement) be signed to ensure confidentiality between NJSIG's info as well as the info provided by [vendor]. Please let me know where I can send this to be signed off on.

Answer: Subsequent to proposal opening, all information submitted by proposers in response to the proposal solicitation is considered public information, except as may be exempted from public disclosure by the Open Public Records Act, N.J.S.A. 47:1A-1,

et seq., and the common law. Because NJSIG proposes to negotiate and/or pursue a Best and Final Offer, proposals will not be made public until the Letter of Intent to Award is issued.

A proposer may designate specific information as not subject to disclosure when the proposer has a good faith legal/factual basis for such assertion. NJSIG reserves the right to make the determination and will advise the proposer accordingly. The location in the proposal of any such designation should be clearly stated in a cover letter. NJSIG will not honor any attempt by a proposer either to designate its entire proposal as proprietary and/or to claim copyright protection for its entire proposal.

Please forward any proposed non-disclosure agreements along with a description of the information the proposer is attempting to designate as not subject to disclosure for review to rfp@njsig.org.

Question 3: Whether companies from Outside USA can apply for this? (like, from India or Canada)

Answer: Yes.

Question 4: Whether we need to come over there for meetings?

Answer: The proposer must attend, through its designated representatives, such meetings of NJSIG as may be requested by NJSIG's Board of Trustees, Finance Committee, Director or Comptroller.

Question 5: Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

Answer: Yes.

Question 6: Can we submit the proposals via email?

Answer: No. Submit (a) one original paper copy, clearly marked as the "ORIGINAL" plus an electronic copy on CD or disk. Proposals submitted via any other method, including facsimile or electronic mail will not be accepted.

Question 7: Requesting a copy of the RFP

Answer: A copy of the RFP is available on NJSIG's [website](#).