

**Request for Proposal**

**Business Process Management System**

**Annex 3- Company Details**

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Please complete your company's information in the "vendor response" column of following table

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| **Item** | **Description** | **Vendor Response** |
| **1.01 General** | | |
| 1.01.01 | Name and Company Address |  |
| 1.01.02 | Contact Names and Information |  |
| 1.01.03 | Is your company owned by a parent company? If yes, who? |  |
| 1.01.04 | Company's general description |  |
| 1.01.05 | Countries where company operates |  |
| 1.01.06 | Country for Headquarters |  |
| 1.01.07 | How many years has the company been trading, and how long have you been established in the market relating to this RFP |  |
| 1.01.08 | Document any current or pending customer/other company legal process in the last three years. Describe |  |
| 1.01.09 | Provide a high-level internal organizational structure and details of your group structure that will be providing the consulting services requested by this RFP |  |
| 1.01.10 | How many permanent and how many contractors does your company employ worldwide? (ratio) |  |
| 1.01.12 | How many clients do you have with a similar scope based on our requirements? Please provide details of the services being delivered |  |
| **1.02 Financial** | | |
| 1.02.01 | State the total annual Revenues (in USD) and net income for the last 3 years of the company |  |
| 1.02.02 | Give the percentage market share of the division/area of your business that will be providing Software and software consulting services |  |
| 1.02.03 | What percentage of your revenue is allocated to BPM system solution area/division? |  |
| 1.02.04 | State the total annual Revenues (in USD) and net income for the last 3 years of the particular division/area of your business that will be providing the BPM system solution |  |
| 1.02.05 | Are you a Public Company? If yes, provide listed stock exchange |  |
| 1.02.06 | State your total Debt-to-Equity Ratio as of last quarter and year end |  |
| **1.03 References and clients** | | |
| 1.03.01 | Provide a list of at least three customer references that can be contacted to whom you have sold similar BPM system. Include the names of contact persons, email and telephone number and indicate any protocol that may have to be respected in making contact and a description of the solution provided. |  |
| 1.03.02 | State how many customers do you have for BPM system solution that you currently have in the following locations: 1) Latin America (South America+ Central America+ Mexico) 2) Caribbean 3) North America (US, Canada) |  |
| 1.03.04 | How many of your customers for this solution are in the retail industry. Please mention some of them |  |
| 1.03.05 | What unique criteria differentiates you from other software vendors in this market, and what do you feel makes your organization a good fit for Unicomer? |  |
| **1.04 Product Information** | | |
| 1.04.01 | Name |  |
| 1.04.02 | Version and last release date |  |
| 1.04.03 | Last major update of the version |  |
| 1.04.04 | Number of major releases during the last two years |  |
| 1.04.05 | Years of experience with this solution |  |
| 1.04.06 | Identify all product(s) name(s) that are part of this proposed solution. |  |
| 1.04.07 | Number of customers that purchased this solution in the last two years |  |