



## HQ653 Mercy Corps Workplace Platform Alternative RFP Questions and Answers Document – January 2025

**Q.** I would like to propose an introductory meeting to further discuss the RFP, address any outstanding questions from both parties, and clarify any details that would help us better understand your specific needs. From there, we will proceed as necessary and in accordance with the instructions/deadlines outlined in the RFP.

In order to loop in the right colleagues from my end, I need to confirm that the desired solution would support a total of ~6,000-7,000 licenses for your employees/volunteers?

**Answer:** We can schedule a meeting at a later stage during the assessment of the submitted proposals.

**Q.** Is the expectation that any agreement would need to be on Mercy Corps paperwork contractually?

**Answer:** Yes, we usually use Mercy Corps contract templates.

**Q.** We would like to request a 1-week extension to the submission date if possible.

**Answer:** Sorry, we have a plan to stick to and cannot extend at this time.