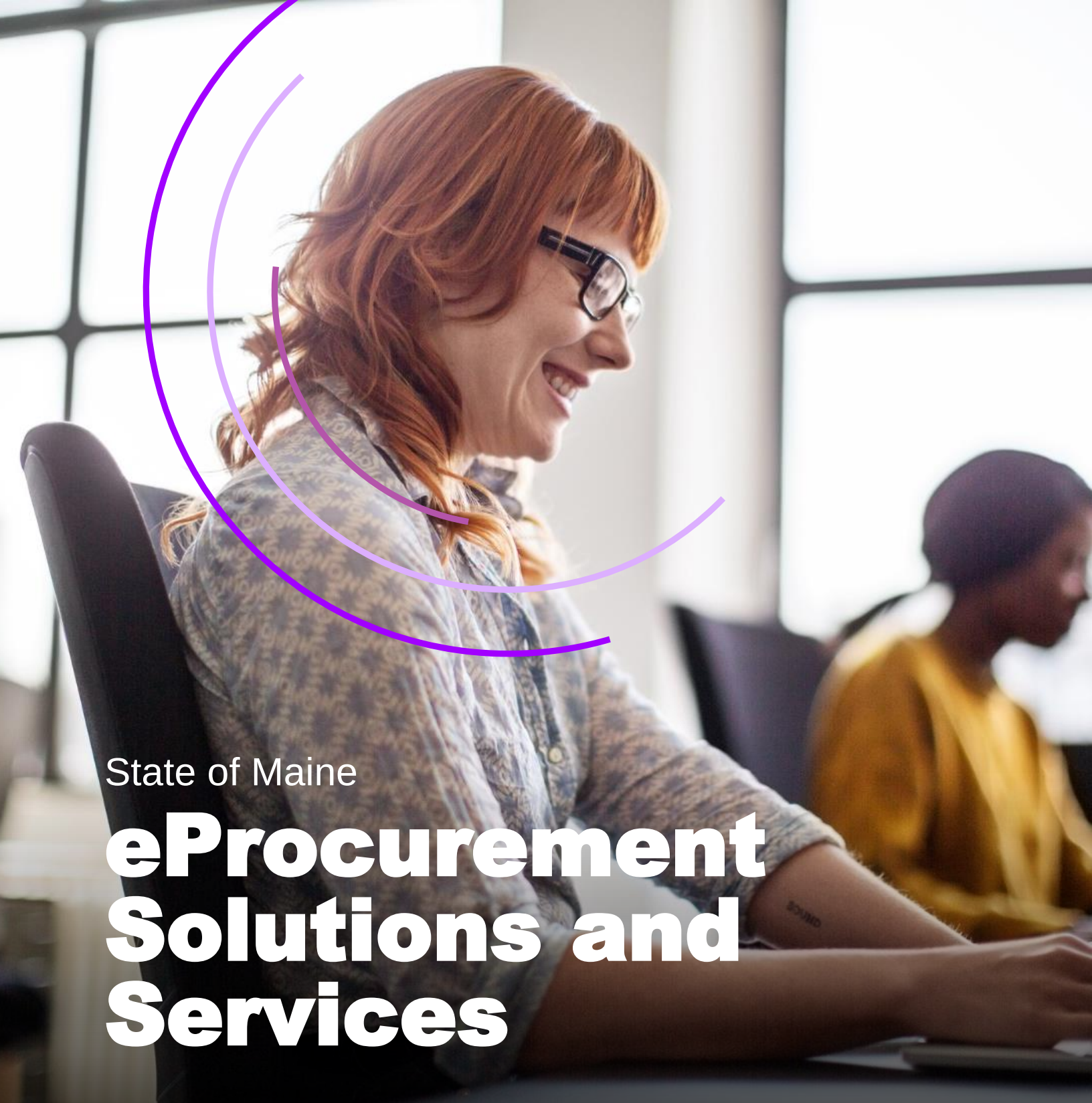




State of Maine

eProcurement Solutions and Services

Section I – Preliminary Information (File #1)

RFP 202102021
August 4, 2021

accenture

State of Maine

eProcurement Solutions and Services

Section I – Preliminary Information (File #1)

RFP 202102021

August 4, 2021

SUBMITTED TO:

Client Name: State of Maine

Department of Administrative and Financial
Services

Division of Procurement Services

Contact Name: Chad Lewis

Title: Procurement Planning Manager

Email Address 1: Chad.Lewis@maine.gov

Email Address 2: Proposals@maine.gov

SUBMITTED BY:

Accenture

Contact Name: Daniel Dennison

Title: North America Lead for Public Sector
Integrated Spend Management

Phone Number: +1 703-855-1170

Email Address: daniel.dennison@accenture.com

Legal Disclaimer

Accenture's response is submitted in response to the Department's Request for Proposal # 202102021. Accenture is submitting this proposal with the express understanding and condition that the Department and Accenture will have an opportunity to work together in a spirit of cooperation to discuss, clarify and agree upon the specific scope of services, responsibilities between the parties, assumptions, and contract terms applicable to the proposed services. Specifically, if selected, Accenture looks forward to negotiating a mutually acceptable agreement with the Department based upon these terms, subject to obtaining greater clarity and mutual agreement on the terms of the standard terms and conditions as they will apply specifically to this scope of work. Accenture looks forward to the Department considering the inclusion of discreet modified terms and conditions including, for example and without limitation, specific terms associated with limitation of liability. Nothing in this document shall form the basis for any contract, and nothing contained in this document will be binding against Accenture unless expressly agreed to by Accenture under a formal contract. All representations and warranties, whether express or implied by statute, law, or otherwise, are hereby excluded.

Accenture interprets the following words and phrases used in the solicitation and this proposal in the manner indicated: "maximize," "optimize," and "optimal" mean to improve to a commercially reasonable degree; "minimize" means to reduce to a commercially reasonable degree; "best" means leading or of a high standard; "partner" and "partnerships" do not mean a legal partnership, but rather a collaborative relationship; "right," where used as an adjective, means appropriate; and "ensure" and "enable" mean to use commercially reasonable efforts to implement.

This document was prepared on the instructions and information given by the Department and, accordingly, no responsibility is accepted for any inaccuracy or error or any action taken or not taken in reliance on this document.

These limitations are not in any way intended to restrict continuing business discussions between the Department and Accenture.



Accenture LLP
161 North Clark
Chicago, IL 60601
accenture.com

August 4, 2021

State of Maine
Department of Administrative and Financial Services,
Division of Procurement Services

Dear Mr. Lewis,

We would like to thank you for giving us the opportunity to submit our proposal for Category 4: Services only, for State of Maine Division of Procurement Services. Per the RFP question and answers, we are submitting this proposal and proposed discount as applicable to delivering implementation services of the SAP Ariba solution.

Here are our key reasons why we believe Accenture is well positioned for partnering with you and other public sector entities in your journey of technology led procurement transformation.

1. **Proven program capability.** We have worked on eProcurement solutions for over 20 years and we are the leading implementation partner for SAP Ariba. We have been able to build a strong capability, expertise, bring the right team, assets, learn from our past implementations with multiple public and private sector clients including being the implementation and long-time support partner for two different State governments both operating on the SAP Ariba platform. Our shared success comes from having a synergy between our teams, helmed by a management team that intimately knows your business, and how to solve for any challenges ahead.

Our skilled eProcurement professionals bring the expertise required for successful program delivery. They have integrated solutions with multiple and diverse legacy ERP systems.

2. **Value through courageous innovation:** With the business objective of efficiency in mind, we constantly strive to drive value through automation and innovation. We continually seek opportunities to improve the procurement experience, using our established framework as a starting point. Our industry and technical experts bring a differentiated commitment to solving underlying challenges. We start day one with templates and assets developed specifically for the public sector that incorporates best practices to deploy faster.

Accenture's myConcerto platform hosts an end-to-end Intelligent Sourcing & Procurement offering, featuring the Intelligent Enterprise Solution for Sourcing & Procurement, a pre-configured solution ready to be adapted to a client's needs.

3. **Cost Efficiency:** We use Accenture's Delivery Centers around the world for cost effective delivery. At Accenture, we have 5,000+ SAP Sourcing & Procurement skilled employees, including 2,000+ SAP Ariba & Fieldglass skilled professionals. In addition, we have delivered on vendor funded models, including within the public sector, to increase the value to our clients. With



Accenture LLP
161 North Clark
Chicago, IL 60601
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over two decades of experience managing vendor funded models for state governments, our team can work with a Participating Entity on how to analyze potential funding opportunities, determine fee structure and exceptions and put a billing system in place to collect the funds. Over time, a vendor funded model can pay for the implementation, system licenses and support staff to operate an eProcurement and Strategic Sourcing system. Suppliers also benefit from being able to interact with the entity in an electronic, collaborative, and fully transparent fashion. Accenture can further explore this model with Participating Entities as needed and depending on their interest.

4. **Larger Public Sector IT Transformation Capability:** Apart from the scope of system implementation and managed services, Accenture also brings the capability of Public Sector IT transformation. We have helped our clients carve out the right strategy and build a roadmap. We have enabled the users adopt to the new systems seamlessly by bringing in user-centric training methods and focusing on organizational change.

Accenture is SAP Ariba's Preferred Partner and the largest integrator of SAP Ariba products and services in the world. We have been recognized for our strategic partnership and proven SAP Ariba execution capabilities with the 2021 Pinnacle Award for Intelligent Spend Management, Integrated Delivery, and Innovation. Accenture's procurement services are consistently ranked in the top tier by market analysts.

The video [here](#) highlights Accenture's journey with SAP Ariba. We also have the unique privilege of implementing SAP Ariba in our own organization across our 500,000+ people.

Thank you once again for this opportunity and we confirm our commitment to bring the best of Accenture to support the Department and the Participating Entities in this journey.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Rogers".

Timothy P. Rogers
Managing Director, Accenture.

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State of Maine
Department of Administrative and Financial Services
Proposal Cover Page
RFP# 202102021
eProcurement Solutions and Services

Proposed Services (check all that apply):		Full Solution ☐ Individual Workstream Implementation ☐ eSoftware Only ☐ Services Only ☒	
Bidder's Organization Name:		Accenture LLP	
Chief Executive - Name/Title:		Timothy P. Rogers, Managing Director	
Tel:	+1 617-488-3770	E-mail:	timothy.p.rogers@accenture.com
Headquarters Street Address:		Accenture LLP (US Headquarters) 161 North Clark	
Headquarters City/State/Zip:		Chicago, IL 60601	
<i>(Provide information requested below if different from above)</i>			
Lead Point of Contact for Proposal - Name/Title:		Daniel Dennison, North America Lead for Public Sector Integrated Spend Management	
Tel:	+1 703-855-1170	E-mail:	daniel.dennison@accenture.com
Headquarters Street Address:		Accenture LLP (US Headquarters) 161 North Clark	
Headquarters City/State/Zip:		Chicago, IL 60601	

- This proposal and the pricing structure contained herein will remain firm for a period of 180 days from the date and time of the bid opening.
- No personnel currently employed by the Department or any other State agency participated, either directly or indirectly, in any activities relating to the preparation of the Bidder's proposal.
- No attempt has been made, or will be made, by the Bidder to induce any other person or firm to submit or not to submit a proposal.
- The above-named organization is the legal entity entering into the resulting contract with the Department if they are awarded the contract.
- The undersigned is authorized to enter contractual obligations on behalf of the above-named organization.

To the best of my knowledge, all information provided in the enclosed proposal, both programmatic and financial, is complete and accurate at the time of submission.

Name (Print): Timothy P. Rogers	Title: Managing Director Client Account Lead
Authorized Signature: 	Date: August 04, 2021

State of Maine
Department of Administrative and Financial Services
Debarment, Performance, and Non-Collusion Certification
RFP# 202102021
eProcurement Solutions and Services

Bidder's Organization Name:	Accenture LLP
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By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this proposal:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
- b. Have not within three years of submitting the proposal for this contract been convicted of or had a civil judgment rendered against them for:*
 - i. Fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.*
 - ii. Violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;*
 - iii. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and*
 - iv. Have not within a three (3) year period preceding this proposal had one or more federal, state or local government transactions terminated for cause or default.*
- c. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

Name (Print): Timothy P. Rogers	Title: Managing Director Client Account Lead
Authorized Signature: 	Date: August 04, 2021

Certificate of Insurance

Bidders must provide a certificate of insurance on a standard Acord form (or the equivalent) evidencing the Bidder's general liability, professional liability and any other relevant liability insurance policies that might be associated with the proposed services.

Accenture purchases types and limits of insurance that are customary to companies of similar financial size and strength. Commercial General Liability (Public or Civil Liability), Property, Professional Liability (Errors & Omissions) and other organization-wide insurance policies are procured on a global basis by Accenture's Global Risk Assessment & Insurance group.

Our Professional Liability insurance includes cyber liability, the limits are as follows:

- Each claim \$10,000,000
- Aggregate \$10,000,000

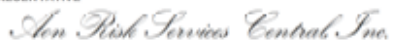
		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 05/25/2021		
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER Aon Risk Services Central, Inc. Chicago IL Office 200 East Randolph Chicago IL 60601 USA			CONTACT NAME: PHONE (A/C, No., Ext): (866) 283-7122 FAX (A/C, No.): (800) 363-0105 E-MAIL: ADDRESS:			
INSURED Accenture PLC, Accenture LLP and Accenture Federal Services LLC Including all subsidiaries and affiliates 155 Avenue of the Americas, 10th Floor New York, NY 10013			INSURER(S) AFFORDING COVERAGE INSURER A: AIG Specialty Insurance Company NAIC # 26883 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:			
COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☐ OCCUR ☐ GENTL AGGREGATE LIMIT APPLIES PER: POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$ \$
	AUTOMOBILE LIABILITY ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY ☐					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		012770490 SIR applies per policy terms & conditions	06/01/2021	06/01/2022	Each Claim \$10,000,000 Aggregate \$10,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) All Limits are expressed in US Dollars. Coverage includes cyber liability.						
CERTIFICATE HOLDER Accenture PLC, Accenture LLP and Accenture Federal Services LLC including all subsidiaries and affiliates 155 Avenue of the Americas, 10th Floor New York, NY 10013			CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			
ACORD 25 (2016/03)			© 1988-2015 ACORD CORPORATION. All rights reserved. The ACORD name and logo are registered marks of ACORD			

Figure 1. US Professional Liability Certificate of Insurance Including Cyber Liability.

		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 06/01/2021			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER MARSH USA INC. 540 W. MADISON CHICAGO, IL 60661		CONTACT NAME: Marsh U.S. Operations PHONE (A/C, No. Ext): 866-966-4664 FAX (A/C, No): 212-948-0770 E-MAIL ADDRESS: Chicago.CertRequest@marsh.com					
INSURED Accenture LLP Accenture International Ltd., Accenture Federal Services LLC, Accenture PLC Including All Subsidiaries and Affiliates 161 North Clark Chicago, IL 60601		INSURER(S) AFFORDING COVERAGE		NAIC #			
		INSURER A: Zurich American Insurance Company		16535			
		INSURER B: National Union Fire Ins. Co. of Pittsburgh, PA		19445			
		INSURER C: American Zurich Insurance Company		40142			
		INSURER D:					
		INSURER E:					
		INSURER F:					
COVERAGES		CERTIFICATE NUMBER: CHI-009001495-22		REVISION NUMBER: 17			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X	X	GLO 9376192-17	11/15/2020	11/15/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY	X	X	BAP 9376191-17	11/15/2020	11/15/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☐ DED ☐ RETENTION \$	X	X	18198190	11/15/2020	11/15/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	WC 9299263-20 (AOS) WC 9299263-20 (MA, NM & WI)	01/01/2021 01/01/2021	01/01/2022 01/01/2022	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 5,000,000 E.L. DISEASE - EA EMPLOYEE \$ 5,000,000 E.L. DISEASE - POLICY LIMIT \$ 5,000,000
A	CRIME			FID 4755050 10	06/01/2021	06/01/2022	PER LOSS \$ 10,000,000 AGGREGATE \$ 10,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Accenture clients, vendors, landlords, lessors or any other party are included as additional insured as required by the terms of a written agreement with respect to General Liability, Automobile Liability and Umbrella. Primary and non-contributing coverage is afforded to additional insureds when required by written agreement. A waiver of subrogation is provided where required by written agreement with respect to General Liability, Automobile Liability, Umbrella Liability and Workers' Compensation. Accenture clients or any other party are included as joint loss payees as regards the Crime insurance as required by the terms of a written agreement.							
CERTIFICATE HOLDER				CANCELLATION			
Accenture LLP Accenture International Ltd., Accenture Federal Services LLC, Accenture PLC Including All Subsidiaries and Affiliates 161 North Clark Chicago, IL 60601				SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE of Marsh USA Inc. Manashi Mukherjee <i>Manashi Mukherjee</i>			
ACORD 25 (2016/03)				© 1988-2016 ACORD CORPORATION. All rights reserved.			
				The ACORD name and logo are registered marks of ACORD			

Figure 2. FY21 US General, Umbrella, Auto, Worker's Compensation, Crime Certificate of Insurance.