**QUESTIONS AND ANSWERS**

May 30, 2023

Reference: **Request for Quotation No**. **RFQ-CATALYZE-Edu-2023-0010**

Dear offerors:

Please see below answers to the questions submitted with their respective answers:

* Can you confirm the employees job title?

**Any specific employment information will be released to the subcontractor upon award.**

* Can you confirm the employees expected annual salary (this helps us provide you information around the employer costs that need to be covered in the overall billing)

**Same as above.**

* Can you advise if an annual bonus is payable and, if so, what the expected value (or percentage of salary) would be.

**We will pay all benefits as required by local law.**

* Can you confirm if the employee is local or, an expatriate worker?

**Only local employees are contemplated to be hired**.

* If the employee is an expatriate, will they need visa sponsorship?

**Not applicable.**

* What additional benefits would need to be considered for this employee, above their basic salary?

**All benefits as required by local law would paid to the employee.**.

* Is it a reasonable assumption that equity is not part of the package looking to be offered to the employee or, would you be seeking advice on that?

**No equity is contemplated as part of the package.**

* Can you confirm that you be willing to utilise GoGlobal’s standard contacts for both of the following; a) Master Service Agreement and b) Statement of Work, Employee Agreement?

**We will be using the Master Service agreement and a modified SOW MSA, our Contracts Department will need to approve it before it is signed. We would be using our employment agreement template.**

* Would you be able to confirm if you have used an Employer of Record Solution previously?

**Yes, we have.**

* You have requested GoGlobal for a UEI number, can you please clarify this in further detail?

**Whoever wins will need to get the UEI number through the following site:** [**https://sam.gov/content/entity-registration**](https://sam.gov/content/entity-registration)

* There is a request for the selected provider to complete a Due Diligence Questionnaire within 3 days of signature. Are you able to provide a copy of this in advance to ensure we would be able to commit to the desired timeline.

**Yes, it was included in the posting as Attachment 1.**