



NEGOTIATED REQUEST FOR PROPOSAL ADDENDUM 02

NRFP #DC-2018-JC-03 BEC International Business Development Lead Generator

Close Date/Time:

12 October 2018
14:00 hours
Pacific Time

Issue Date: 1 October 2018

From: CTC Procurement

To: All Vendors

E-mail: procurement@destinationcanada.com

Below are answers to question(s) submitted in regards to the above noted NRFP as of 24 September 2018.

- Q1. Is Destination Canada (“DC”) seeking to contract with a sole individual or would DC consider contracting with a firm with more than one staff member. We would like to propose to have an assigned Account Director who will be responsible for the fulfillment of the contract, and who will have administrative support and support of our qualified researcher.

Answer: DC’s Preference is to contract with a sole individual for research and business development. The proponent may be an individual or company, however, the proponent must assign only one person responsible for communicating with DC and potential leads.

- Q2. Is location outside of Canada for key personnel going to be acceptable to DC?

Answer: The proponent can be located anywhere as long as they are able to operate during BEC’s core office hours of 9:00am to 5:00pm Central Time.

- Q3. Will United States as a territory fall under the responsibilities of the International Business Development Lead Generator or is the Lead Generator required to solicit for new business opportunities outside North America? It is our understanding that the focus will be exclusively on International Markets as BEC already has a team in place in the US to generate business for Canada.

Answer: The BEC International Business Development Lead Generator does not have a geographic focus – the role is to seek out and prospect international meetings and conventions for Canada no matter where the leads are headquartered.

- Q4. Section C.5
We would like to specifically inquire about the conflict of interest provision in the tender.

We currently provide services to a few International destinations, such as organization of sales missions and roadshows in USA and Canada, fam trips, MICE lead generation and organization of client events in USA and Canada with the purpose of promoting these International locations to clients strictly within North America. Would such engagement and work we do for International locations be considered a conflict of Interest? Among locations we represent are Ireland, Cannes,

Cape Town, Maastricht, etc. It is our understanding that the current tender is for lead generation from markets other than the US and Canada and therefore we do not see any conflict of interest. We do not intend to work with any other North American CVBs, agencies or companies and we will be prepared to sign an exclusivity agreement with DC to avoid any future conflict of interests as well as confidentiality agreement as required. Please confirm if we may proceed with bidding on this Tender.

Answer: The proponent can represent another MICE account as long as their client contract doesn't compete with DC or BEC's interests for international business opportunities. DC does not see a conflict of interest with the example provided above, as the proponent is promoting international locations to Canadian event organizers.

Q5. Will DC be able to provide any budget guidelines for this tender in terms of yearly fee or monthly retainer fee that we can use to help us put together the financial part of our proposal.

Answer: It is up to the proponents to identify what their fee structure could be to deliver on Section C – Statement of Work.