

Questions and Answers #3 - Event Management services - EC Bid Solicitation No. 5000066137

Q1) Exclusions from Direct Expenses: Audio/Visual equipment

Attachment "1" to Part 3 says:

"Direct expenses may include but are not limited to:...audio/visual equipment rental;

However, Section 4.1.4 of Annex A says"

"NOTE: the EMT will not be responsible for supplying audio/visual equipment nor to oversee its distribution at events".

Can we take it that Section 4.1.4 takes precedence and that the bidder will not/not be expect to include in their estimated Direct Expenses the provision of audio-visual equipment at the Canada pavilion in Sharm-El Shaikh?

R1) The EMT is not responsible for the costs associated to Audio Visual equipment rental

Q2) Exclusions from Direct Expenses: Simultaneous Interpretation equipment and services

Attachment "1" to Part 3 also says:

"Direct expenses may include but are not limited to:...simultaneous interpretation equipment rental..."

However, your reply to me below states that "these costs fall outside of the scope of work given the level of information available at this point from the Egyptian COP27 Presidency".

Can we take it that your assurance takes precedence over Attachment "1" to Part 3 and that the bidder will not/not be expected to include in Direct Expenses rental of this equipment for use at the Canada pavilion, or the provision of simultaneous interpretation services for events at the pavilion?

R2) The EMT is not responsible for the costs associated to simultaneous interpretation equipment rental

Q3) Hospitality

Attachment "1" to Part 3 says:

"All expenses related to hospitality must be included in the firm all-inclusive prices in Table A.1. "

Many government pavilions at COP provide some kind of light non-alcoholic refreshment on site to participants at their events - usually tea and coffee. Canada may wish to do the same. Our expectation is that the cost of such services on site will be governed by the service provider services for the venue, which has not yet identified by the Egyptian Government.

Can we assume that the EMT will not/not be expected to include costs for this kind of hospitality on site in Sharm El-Sheikh into the overall bid?

R3) The EMT is not requested to include costs associated to on-site hospitality

Q4) Travel Costs for the project team on site at COP27

Section M4 of Attachment "1" to Part 3 says:

"The Bidder must propose a minimum of three (3) team members for logistical support to the event at Sharm El Shaikh"

However, Section 8, of Annex A says"

"The bid shall include the travel costs of up to (2) EMT staff at COP27 at Sharm El Shaikh".

Should we understand these provisions to mean that we must include a minimum team of three persons on site in Sharm El Sheikh, but that the travel costs for the third team member (over and above the two persons specified in Annex A) can not/not be included in the bid?

R4) The maximum allowable amount of EMT resources to travel to Egypt is two (2) due to Hotel Accommodations availability in the area during this period.

Q5) Hotel Accommodations

Annex A says: " Hotel Accommodations in Egypt will be provided by Environment and Climate Change Canada for the duration of the event and therefore the Contractor will not need to make any arrangements, or providing costing, for hotel rooms".

Does this provision apply to any additional persons from the EMT team, approved as part of the bid, over and above the two persons whose travel costs should be included in the bid? Thus, if we propose a team of four persons from the EMT to be on the ground at COP27 that hotel accommodations will be reserved and paid for all four persons by Environment and Climate Change Canada?

Response #5

No, Canada will only be covering the costs of two (2) resources from the EMT due to Hotel Accommodations availability in the area during this period.

Q6) COP Accreditation

Official accreditation from the UNFCCC will be a requirement for anyone to work on site at the Canada pavilion at COP27.

Can we assume that all members of the EMT approved as part of a bid will receive accreditation to the COP27 as part of the Canadian delegation? In other words, the EMT will not be responsible for seeking accreditation from the UNFCCC for the staff it provides to work at the Canada Pavilion?

Response #6

That is correct. The EMT is not responsible for obtaining UNFCCC accreditations. ECCC will be responsible to ensure such accreditation is obtained however, there will be a responsibility on the EMT to provide information to support their accreditation.