



REQUEST FOR SUPPLIER QUALIFICATION - ADDENDUM #1

RFSQ # DC-2022-PO-02 DC Event Management Services Roster

Close Date/Time:

June 14, 2022
9:00 hours
Pacific Time

<u>Issue Date:</u>	June 9, 2022	<u>From:</u>	CTC Procurement
<u>To:</u>	All Vendors	<u>E-mail:</u>	procurement@destinationcanada.com

Below are the answers to questions submitted in regards to the above noted RFSQ as of May 30, 2022.

Q1. How many event agencies will be bidding on this RFSQ?

Answer: DC does not have this information at the moment.

Q2. How many event agencies will be on the event agency roster list once approved?

Answer: As further detailed in section A.1 "Purpose and Intent" of the RFSQ document, depending on the number and variety of responses, DC will subsequently negotiate with those proposals that best serve its needs, as determined by the DC.

Q3. When would you be able to confirm the term? (3 years term and beyond).

Answer: As further detailed in section A.2 "Roster Term" of the RFSQ document, the total period of the Roster (initial term plus any extensions) is not to exceed five (5) years.

Q4. Are we to send capability decks with examples of work?

Answer: As per section E – "Desirable Criteria Questionnaire" of the RFSQ document, proponents should respond to the desirable criteria questions clearly and concisely. If the proponent is attaching documents as part of their response to a specific question, the proponent should reference the attachments in their response.

Q5. Can you provide more clarification on the pricing? Is there a fee or percentage range that we should work within?

Answer: All required information regarding pricing is set out in section F "Pricing" of the RFSQ document. There is no range requested.

Q.6 What is the expectation regarding the event management fee range for the Destination Canada events?

Answer: All required information regarding pricing is set out in section F "Pricing" of the RFSQ document. There is no range requested.

Q7. Can you provide further detail on what the successful proponent might look like? For example: core services, culture, creativity and offering.

Answer: As per section B.4.2 “RFSQ Format and Depth”, this Request for Supplier Qualification sets out DC's requirements, desired options and additional considerations. Proponents should prepare their proposals providing a detailed description of their ability to provide the requirements set out in this RFSQ. Emphasis in each proposal should be on completeness and clarity of content, and should correspond to the section numbering set out.