

## **Question for Answers- RFP 19798- Virtual Event Support**

### **Question 8**

It is mentioned that hybrid events could be held (so not just virtual events). However, there is no request to evaluate the costs of a hybrid event. Can you clarify this point? Production costs are different if a team has to travel.

### **Answer 8**

The work required from the supplier is only to support the virtual component of events that are either fully virtual or hybrid events. There will be no expectation for travel or for the supplier to directly support live event components.

### **Question 9**

It is mentioned that the RFP is for two organizations, NSERC and SSHRC. Are you looking for a single platform that combines bilingual audio, captioning and sign language (according to the request)? Will PowerPoint documents be bilingual or will there be a French and an English version, i.e. two separate PowerPoint documents?

### **Answer 9**

The RFP will result in the supplier being called upon to support events that could be organized and hosted by either agency, NSERC or SSHRC. The supplier's proposed single platform must be able to support fully bilingual events seamlessly in terms of user-friendly simultaneous interpretation, closed captioning and potentially sign language in both official languages. Presenter PowerPoint decks, when used, would be supplied in a bilingual format (i.e. a single PowerPoint document).

### **Question 10**

Do all events mean one platform per organization (so 2) or an independent platform for each event?

### **Answer 10**

It is expected that the supplier will offer their own platform with the capabilities requested within the RFP, which can be used for each virtual event whether it be for NSERC or SSHRC.

### **Question 11**

In schedule B section, in the subtotal total section taxes are indicated at 13%. Outside Quebec companies have a tax 14.975%. Are taxes considered in the weighting of the price?

### **Answer 11**

The financial portion of the bid will be evaluated based on the amount before taxes.