

RFP-2023-24

**Development of Technical Guidance to Advance Surface
Temperature and Air Temperature Mapping in Canada.**

QUESTIONS AND ANSWERS #1

- Q1:** Do we need the support letter for the committee and the two active contacts in each organizational category with whom the Bidder has an active relationship, according to the document of **Request for Proposal (RFP) # 2023-24**.
- A:** A support letter is not needed at the time of submission of the proposal; the name and contact information (organization, position title, email) would be sufficient.
- Q2:** What is the difference between the bidder and the project team? Does each bidder belong to the project team? As an example, the bidder is asked to provide three examples related to the proposal. Does each bidder need to provide three examples or does the entire project team provide three examples in total?
- A:** The “bidder” is the entity that is submitting the bid, whether an individual or an organization. The project team will be the individuals that will be directly involved in carrying out the project itself. The two are not mutually exclusive, and the project team, in many cases, will overlap with the bidder.