



REQUEST FOR INFORMATION

ADDENDUM #1

RFI #DC-2019-CD-02 Official Languages Consulting Services

Close Date/Time:

August 16, 2019
14:00 hours
Pacific Time

Issue Date: August 9, 2019

From: CTC Procurement

To: All Vendors

E-mail: procurement@destinationcanada.com

Below are answers to question(s) submitted in regards to the above noted RFI as of August 6, 2019.

Q1. Could you explain the difference between a Request for Information and an official Call for Proposals? Why is Destination Canada using this approach as opposed to a formal call for proposals?

Answer: The difference between a Request for Information (RFI) and a Request for Proposal (RFP) is the former is intended to collect information from the market regarding a potential requirement whereas, the latter is a competitive process intended to solicit proposals from the market for a specific requirement. Destination Canada is using the RFI approach to collect information regarding Official Languages Consulting Services before deciding on the approach it will take.

Q2. How would my company be disadvantaged later on if it does not make a submission at this stage? How exactly would my company benefit if it does prepare a submission?

Answer: The Request for Information (RFI) allows Destination Canada to develop a list of potential contractors and an understanding of the services they offer. If your company responds to the RFI, Destination Canada will be aware of the services provided by your company. Your company would not be disadvantaged in any future Request for Proposals (RFPs) if it does not provide a response to the RFI.

Q3. Could a company that responded to this Request for Information enter into an over-the-counter forward contract with Destination Canada at a later date? What if the value of the proposal exceeded \$25,000?

Answer: The Request for Information (RFI) will not result in a contract since it does not intend to solicit proposals but instead collect information from potential contractors.

Q4. Is the timeline for carrying out the project (September to November) set or approximate? Does this mean the entire project must be completed before December 2019?

Answer: The dates are not yet fixed but Destination Canada's goal is to complete the project work by December 2019.

Q5. Excluding the three or four in-person training sessions, is the selected contractor expected to travel to British Columbia and/or Ottawa to fulfill this mandate?

Answer: This engagement could be carried out remotely. However, should certain aspects of the engagement be required (i.e. a series of meetings and/or stakeholder interviews), respondents may prefer to be on site.