



NEGOTIATED REQUEST FOR PROPOSAL ADDENDUM 1

NRFP #DC-2021-AK-06 General Sales Agent Mexico

Close Date/Time:

August 31, 2021
14:00 hours
Pacific Time

<u>Issue Date:</u>	September 8, 2021	<u>From:</u>	CTC Procurement
<u>To:</u>	All Vendors	<u>E-mail:</u>	procurement@destinationcanada.com

Below are answers to question(s) submitted in regards to the above noted NRFP as of August 31, 2021:

Q1. It is necessary to present a detailed technical proposal of the actions of Travel Trade Development, Media Relations, Public Relations & Social Media Services, Consumer Direct/Content Marketing, Liaison with Industry Partners In-Market, Provide Strategic Insight on the Market?

Answer: Please respond to the question as outlined in section E.1.2 of the NRFP document

Q2. It is necessary to present a detailed economic proposal on the costs of each of the actions of Travel Trade Development, Media Relations, Public Relations & Social Media Services, Consumer Direct/Content Marketing, Liaison with Industry Partners In-Market, Provide Strategic Insight on the Market? Or it would be enough to present the general budget allocation for each area?

Answer: Please refer to the example in section H.1.3 of the NRFP document.

Q3. Regarding Section E.1 Business / Technical Requirements- g) Copies of applicable anti-fraud prevention policies or guidelines, and h) Copies of diversity and inclusion policies or guidelines: is it enough to state that we comply with de Mexican Federal law regarding anti-fraud prevention and inclusion policies attaching these sections of the law?

Answer: It is expected that all proponents will comply with all applicable Mexican federal laws, but please provide any anti-fraud prevention and diversity and inclusion policies your company may have.

Q4. Regarding section H1: It is indicates that all prices should be quoted in Canadian Dollars, excluding taxes, these refers to Canadian taxes only? Because in Mexico these taxes are approximately of 40% and by law they must be pay, according to the Federal Law of work.

Answer: Please provide your pricing in Canadian dollars excluding Canadian taxes only. Any applicable Mexican taxes should be included in your fee as part of your Pricing proposal.

Q5. Is necessary to be part of the List of Interested suppliers to participate in the tender?

Answer: All proponents that meet the requirements outlined in the NRFP can participate in this competition.

Q6. Does a Mexican company need a business number from the Canada Revenue Agency (CRA) to participate in the tender?

Answer: No. It is not required to have a business number from CRA to participate in the NRFP.

Q7 Section H – Pricing. Could you please confirm if this should be sent (in a separate file) along with the information requested in the section “E.1 Business / Technical Requirements”, before September 16th?

Answer: Yes. As per B.4 of the NRFP document, Pricing should be included in your proposal submission due on September 16, 2021 as a separate attachment from the proposal itself.

Q8 Section D.1.2: There is a list of DC’s key competitors that the proponent agency should not represent to be eligible in this NRFP. The destinations included are United Kingdom, Australia, New Zealand, Spain, France, and USA. We would like to confirm if other destinations included in the Global Tourism Watch, such as Italy, Germany, Japan, Belgium, China, Colombia, Argentina, Cuba, Peru, Brazil, Chile, Costa Rica, and Mexico must be considered competitors as well?

Answer: As per the NRFP, The Contractor must not represent DC’s key competitors at a national level from the following countries: United Kingdom, Australia, New Zealand, Spain, France and USA in relation to national tourism boards only. Please see the Amendment below to include Mexico to this list.

Following is one (1) amendment to the requirements of the above noted NRFP.

Section D – Mandatory Criteria Questionnaire is deleted in its entirety:

D.1.1 Proponent must be located in the Mexico City, or upon contract award secure a location in the Mexico City area, and must be able to travel easily to all major cities in Mexico. Are you able to comply with this requirement?

Yes

No

D.1.2 Proponent must not represent DC’s key competitors at a national level from the following countries: United Kingdom, Australia, New Zealand, Spain, France and USA in relation to national tourism boards only. Are you able to comply with this requirement?

Yes

No

D.1.3 Proponents must be in good financial standing and have met all statutory financial requirements for the last three years, 2018, 2019 and 2020. Are you able to comply with this requirement?

Yes

No

D.1.4 Proponents must provide copies of their financial accounts for the last three years, 2018, 2019 and 2020. Please confirm that you have attached these to your proposal.

Yes

No

D.1.5 Proponent must be able to communicate in both English and Spanish, including both verbal and written communication. Are you able to comply with this requirement?

Yes

No

And replaced with:

D.1.1 Proponent must be located in the Mexico City, or upon contract award secure a location in the Mexico City area, and must be able to travel easily to all major cities in Mexico. Are you able to comply with this requirement?

Yes

No

D.1.2 Proponent must not represent DC's key competitors at a national level from the following countries: United Kingdom, Australia, New Zealand, Spain, France, **Mexico** and USA in relation to national tourism boards only. Are you able to comply with this requirement?

Yes

No

D.1.3 Proponents must be in good financial standing and have met all statutory financial requirements for the last three years, 2018, 2019 and 2020. Are you able to comply with this requirement?

Yes

No

D.1.4 Proponents must provide copies of their financial accounts for the last three years, 2018, 2019 and 2020. Please confirm that you have attached these to your proposal.

Yes

No

D.1.5 Proponent must be able to communicate in both English and Spanish, including both verbal and written communication. Are you able to comply with this requirement?

Yes

No