The Government of Canada is now providing funding so that potential suppliers can access electronic documentation relating to federal opportunities on the Government Electronic Tendering Service (GETS) free of charge. GETS supports the federal government's sustainable development practices as it encourages moving procurement from a paper-based to an expanded electronic service.

# Standing Offer Arrangements for Touring of Multimedia Exhibitions

## Header

| | |
|---|---|
| **Reference Number** | 176566 |
| **Solicitation Number** | 2010-CC-4142-TME |
| **Organization Name** | Canadian International Development Agency<br>Agence canadienne de développement international |
| **Source ID** | FD.DP.QC.17839.C7894 |
| **Associated Components** | Yes |

## Dates

| | |
|---|---|
| **Published** | 2009-06-10 |
| **Revised** | |
| **Closing** | 2009-07-21 02:00 PM Eastern Daylight Saving Time EDT |

## Details

| | |
|---|---|
| **Category** | Professional, Administrative and Management Support Services |
| **GSINS** | R019F: CONSULTING SERVICES |
| **Region of Delivery** | Canada |
| **Region of Opportunity** | Canada |
| **Agreement Type** | Agreement on Internal Trade (AIT) |
| **Tender Type** | Request for Standing Offer (RFSO) |
| **Estimated Value** | $250,001 - $500,000 |
| **Solicitation Method** | Open |

## Notice Description

**Standing Offer Arrangements for Touring of Multimedia Exhibitions**

INVITATION

The Canadian International Development Agency (CIDA) is considering retaining the services of up to three (3) Consultants to provide professional services in the field of management/coordination services of touring of multimedia exhibits across Canada's ten (10) provinces and three (3) territories for the Canadian International Development Agency.

CIDA requires consulting services on an as-and-when requested basis and tasks/assignments may include activities related but not limited to:

a. Development of an exhibition tour plan;
b. Provide advice and recommendations to CIDA on the most effective deployment of the exhibits;
c. Set up and disassembly of exhibits;
d. Transportation of all necessary material to the exhibit destination;
e. Ensure that all audio-visual material and electrical components are fully functional.

The purpose of this notice is to invite formal costed proposals from eligible Consultants. On the basis of the formal proposals, up to three (3) Consultants will be invited to negotiate standing offer for the provision of services in the field of touring of multimedia exhibits at CIDA's request. CIDA reserves the right to refuse any or all proposals received. The amount allocated to this Standing Offer Arrangement will not exceed four hundred and fifty thousand Canadian dollars (CDN$450,000.00), excluding GST. The anticipated Standing Offer Arrangement duration is one (1) year, with the option of two (2) additional one (1) year extensions.

WORKING LANGUAGE OF THE PROJECT

Proposals can be submitted in English or in French.

DESCRIPTION OF SERVICES

CIDA intends to set up standing offers with up to three (3) individual consultants to provide a range of services. Each year, CIDA conceptualizes portable exhibits to illustrate the Government of Canada's engagement in a myriad of development countries across the world. The exhibits can range from simple photo displays to complex multimedia exhibits using pictures, videos, and other tools to communicate our development projects and achievements to Canadians.

CONSULTANT PROFILE

To meet the requirement of the assignment, CIDA is seeking to retain the services of Consultants with a set of demonstrated and verifiable capabilities. CIDA is seeking Consultants with experience in:

1) management of touring of multimedia exhibits;
2) management of touring multimedia exhibits across Canada's ten (10) provinces and three (3) territories;
3) set up of exhibits;
4) transportation of all necessary materials; and
5) management and coordination of services for touring of the exhibits.

INSTRUCTIONS TO BIDDERS

Proposals should follow the CIDA standard format for presentation described in the Request For Proposal document to be obtained through the MERX service on the Internet (http://www.merx.com) or by telephone at 1-800-964-6379. Please note, CIDA does not send out RFPs directly to interested consultants.

In order to be considered, proposals must be completed and received no later than 14:00 hrs, Eastern Daylight Saving Time (EDT), on closing date, CIDA Bid Receiving Unit, at the Central Mail Room, 1st Floor, 200 Promenade du Portage, Gatineau, Quebec K1A 0G4.

PROPOSALS SUBMITTED VIA FACSIMILE WILL NOT BE ACCEPTED.

## Contact(s)

### Client Agency

| | |
|---|---|
| **Name** | EMMERSON, Richard - Contracting Officer |
| **Address** | 200 Promenade du Portage<br>**AFGHANISTAN** Task Force |
| **City** | Gatineau |
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### Preview Associated Components

| Item | Description | Language | No. of Pages | Format | No. of Files | File Size | Additional Information |
|---|---|---|---|---|---|---|---|
| DOC 0 | Main Document (RFP, RFQ, Tender etc.) | Eng. | 26 | 8.5 x 11 | 1 | 77 | |
| DOC 0 | Main Document (RFP, RFQ, Tender etc.) | Fr. | 27 | 8.5 x 11 | 1 | 89 | |

Note: Web site links will be displayed when available. If you click a web site link, you will be connected to another web site. Your MERX session will timeout after 20 minutes of inactivity. Should this occur, please return to the MERX home page and log in to MERX again.

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