

REQUEST FOR PROPOSALS - RFP No. RP801-2016-01

For Event Planner for the Canadian Cancer Research Conference (CCRC)

Date: May 3, 2016

QUESTIONS & ANSWERS

Please see the answers below regarding questions raised in relation to this RFP.

1. Question:

Is this is the first time you are outsourcing conference management services?

Answer:

No.

2. Question:

If not, who is the incumbent?

Answer:

Golden Planners Inc.

3. Question:

What are the top three goals for the Conference?

Answer:

The goals of the conference are to showcase the broad spectrum of cancer research efforts in Canada, create an opportunity to connect with the public and media to report on the impact of Canada's cancer research investment, and to provide a means for funding agencies to connect with their research communities.

4. Question:

What are the key deciding factors for the PCO?

Answer:

Please see replaced Evaluation Criteria table, issued with Addendum No.1.

5. Question:

How many exhibitors have attended in the past?

Answer:

Exhibits were a new component for 2015. We had 13 exhibitors occupying 16 booths in 2015.