



GVB RESPONSE TO QUESTIONS FOR
GVB RFP 2018-003
TOURISM DESTINATION MARKETING REPRESENTATION
SERVICES IN KOREA

AUGUST 21, 2018

- Question 1. Is this arrangement correctly in order?
- A. ORIGINAL RFP (WITH RESPONSES PER NUMBERED SECTIONS)
 - B. PROPOSAL OF THE COMPANY FOR THE EVALUATION
 - C. APPENDIX A (AFFIDAVITS)
 - D. FORM 1 (CONTACT INFORMATION)

GVB Response: The original RFP is provided for your instruction and reference; therefore, it does not need to be included in your submission. Your proposal should address all the requirements as provided for in the Scope of Work and throughout the RFP.

- Question 2. Is there any mandatory use of specific font style or font size (or even the margins for the proposal)?

GVB Response: No.

- Question 3. Is it correct to fill in page 2 (Offeror's name, signatory, title, etc.) and use it as a cover (or the cover page includes page 1 as well)?

GVB Response: Page 2 must be submitted with the RFP response.

- Question 4. Should we include the "Table of Contents" as it is in the RFP format or we make a new one?

GVB Response: Please ensure that your table of contents refers to the contents in your proposal and follows the requirements set in the RFP for submission.

- Question 5. If we need to include the original sections, is it required to include all the texts of the numbered section or only the response per section? For example: "Company Name understand and will comply."

GVB Response: No. Your example is sufficient.

- Question 6. On page 7, second to the last paragraph, it states "Direct or Indirect contact with GVB Management or Staff, Board Member, or any person participating in the selection process is prohibited." In the course of preparation of our

RFP submittal, we will be communicating with a number of people, both in Korea and on Guam. While we may know who the Board Members, GVB Management and staff are, how will we know if we may have inadvertently communicated with someone from the selection committee?

GVB Response: The President and CEO, as Chief Procurement Officer for GVB, approves the evaluation panel for each solicitation. As part of their responsibility, an evaluator must sign a Conflict of Interest Disclosure, which is required by Guam Procurement Laws. Should a conflict arise, an evaluator will be disqualified and an alternate identified.

Question 7. On page 13, under Scope of Work, paragraph 2, "The Agency would also provide assistance to other Government of Guam agencies, i.e. Guam Economic Development Authority, as advised by GVB head office." Would GVB provide additional funding to support this requirement?

GVB Response: Should funding be necessary, it will be agreed upon by all parties involved (i.e. GVB, GEDA, etc.) prior to the start of work required.

Question 8. (sic) Can you please re-confirm that "Price Proposal/Budget" is not part of the initial proposal due on the 14th of September, but that it will be requested to offeror/offerors that have been selected as best qualified?


GVB Response: "Price Proposal/Budget" is not required for submission. Refer to Section 1.23 Submission of Fees on page 33 of the RFP.

Question 9. Do we need to submit Plan of Action (including timeframe) for just FY2019, or for a total of 3 years (FY2019, FY2020 and FY2021)?

GVB Response: Refer to Page 34 of the RFP, Section 2.2.C - Plan of Action, to understand what the Offeror should provide. The contractual obligation shall be for a one-year period, with two one-year options to renew, subject to fiscal year-end performance reviews, availability and certification of funds from fiscal year to fiscal year.

Question 10. (sic) Will provide the range of funds available for the Korea market in order to develop the cost proposal?

GVB Response: See answer to Question 8.



JON NATHAN DENIGHT
President and CEO 