

## RFP Questions & Responses

### Promotional Product Preferred Vendors

**Q: Please provide a copy of last year's winning bid.**

A: This is a first time RFP from Visit Jacksonville, so a previous winning bid is not available.

**Q: What did you do in the past?**

A: For previous promotional product needs, Visit Jacksonville would collect bids for individual projects from previously used vendors as well as those who were introduced to Visit Jacksonville. A vendor was selected for each project from the bids collected.

**Q: Are there specific products that we are to bid on? Or did you want us to come up with suggestions for you within each category?**

A: At this time, there are no specific products to provide bids on. You can provide specific examples of products to demonstrate an area of your RFP response, but that is optional.

**Q: For this section (Product Requirements, Diverse Product Range) you are requesting a comprehensive catalog of products. For this section would you like for us to provide a proposal of various items to meet the specific needs in the groups listed? This would be a proposal showing specific items and pricing.**

A: We are not looking for specific items at this time, but would like you to demonstrate your ability to provide a diverse range of products to fit our needs.

**Q: For this section (Product Samples) are you requesting that for each item listed in the above proposal of items we supply a sample to you at the time the RFP is submitted on or before August 30?**

A: We are looking for vendors to be able to confirm that they are able to provide samples for products and what policies may be in place to do so. Again, we are not seeking specific product bids at this time, so samples are not needed.

**Q: For the two sections listed above under Pricing and Discounts (Competitive Pricing and Standard Discount Percentage) do you prefer a standard discount for first column pricing or a total discount on the total order based on final quantity ordered. Please explain exactly what**

**you are looking for, so we provide the largest discount possible and all vendors are providing same structure.**

A: Visit Jacksonville does not have a preference and requests that all vendors who provide a proposal demonstrate their ability to offer discounts and competitive pricing. We are not seeking one type of discount across the board but want each vendor to provide us with what competitive pricing they are willing and able to offer. This may be in the form of a percentage discount off a total, a discount once a threshold is met, or a per item discount, etc.