



REQUEST FOR PROPOSAL (RFP)

RFP #24-15-REC KTP Concession Services

Date of Issue:

March 5, 2024

Bid Submission:

Proposal together with all other attachments as identified in the RFP “*Submission of Proposals*”, to be uploaded to the City of Vernon procurement portal (Bonfire)

RFP Timetable:

Event:	Date:
Issue Date of RFP	Mar 5, 2024
Mandatory Site Visit (registration required)	Mar 14, 2024 at 10:00 a.m.
Deadline for Questions	Mar 20, 2024 at 2:00 p.m.
Deadline for Issuing Addenda	Mar 22, 2024
Submission Deadline	Apr 2, 2024 at 2:00 p.m.

The RFP timetable is tentative only, and may be changed by the City at any time. Bids received after the Submission Deadline will not be accepted. All times listed are local time.

Contact:

Kelsey Evans, Senior Buyer, Procurement Services

kevans@vernon.ca

Any questions regarding the project are to be directed through the Procurement Portal – Bonfire in the Messages section: Opportunity Q & A. Note that any questions being submitted are only available for viewing by the City of Vernon. Should questions arise that result in answers that have a material value to the project, they will be issued via an addendum for all proponents to view.

Invitation to Proponents

Through this Request for Proposals, the Corporation of the City of Vernon invites Proposals for the supply of **Kal Tire Place (KTP) Concession Services**.

The City of Vernon is seeking proposals from qualified Contractors to independently rent space and operate four (4) concessions at Kal Tire Place for a rental fee and percentage commission.

The RFP documents and registration form have been posted and are available for download at:

URL: <https://vernon.bonfirehub.ca/opportunities/76780>

Click the link above or type the address into your browser to go to the portal; register as Vendor and the documents will be accessible. It is recommended to download from a PC and ensure your firewall and virus security allows downloads.

The City of Vernon reserves the right to accept or reject all or part of any proposal, and to accept the Proposal in total or in part, or to accept the Proposal which it deems most favourable in the interest of the City of Vernon.