



Request for Proposals Addendum #1

APHEO Conference Planning Services for 2020-2022 inclusive

Association of Public Health Epidemiologists in Ontario

Contact: treasurer@apheo.ca

April 16, 2019

To All Potential Bidders:

This addendum is issued to modify the previously issued RFP, and is hereby made a part of the bid documents. The original RFP document remains in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondents shall take this Addendum into consideration when preparing and submitting its proposal.

Page	Section	Description of change
1	1. Overview and Background	<p>Please note the following change:</p> <p>The Association of Public Health Epidemiologists in Ontario (APHEO) is currently accepting proposals for conference planning services for <u>a maximum of one event per year</u> in 2020, 2021 and 2022. APHEO reserves the right to decide whether an event is held in any given year.</p>
2	2. Proposal Guidelines and Format	<p>Please note that the deadline for proposals has been extended from May 10, 2019, to May 24, 2019, 5pm Eastern Time.</p>
3	3. Request for Proposal Timeline	<p>Please note the following changes to the RFP deadline timelines. Items 5 through 7 have been removed and are dependent on APHEO's decision to hold an event in 2020.</p> <ol style="list-style-type: none"> 1. May 24, 2019: Proposals are due by 5pm ET in the format specified in section 2 2. July 2019: APHEO will complete evaluations of RFPs 3. August 2019: Successful candidate notified and contract negotiation will begin 4. August 2019: All other candidates notified

End of Addendum