

Request for Quotation – Clarification Addendum

Date: 01.08.24

Event Operations Coordinator (Traffic & Stakeholder Engagement) - Original Request:

Destination NSW is seeking applications and itemised quotations for the provision of **Event Operations Coordinator (Traffic & Stakeholder Engagement)** services for Vivid Sydney 2025, with an option to renew for Vivid Sydney 2026 and Vivid Sydney 2027.

Clarification:

ID	Clarification Request	Clarification Response
1	Do you require actual documentation to be uploaded? i.e. a copy of an Event Management Plan which I have compiled, draft budget, vendor management plans, timeline/project plans as examples	You will need to upload the following: 1. Quotes for each year of the submission. IE. 2025, 2026 and 2027. 2. Address the specific requirements of the services and, the selection criteria detailed within the RFQ documentation.
2	Is there flexibility around the start date	Please state the desired start date in your application and this will be reviewed upon submission.
3	Is there flexibility around 5 day work week in the first 2 months of the start date	This can be discussed during an interview if you are successful in getting to the interview stage.

Original Request for Quotation Documentation:

A copy of the original Request for Quotation Documentation and this clarification addendum can be downloaded from: www.vividsydney.com/work-with-us

Clarification requests closes:

10:00am on Wednesday 7 August 2024 (AEST).

Re-submission Options:

Respondents who have already lodged their response to these Requests for Quotations may update/re-issue their response should the clarifications outlined above affect their proposal. Updates or re-submissions must be received before the submission deadline of 10:00am, Wednesday 14 August 2024 (AEST).