

**ANNEX 3  
LOT 1**

**To be inserted only inside the envelope ENVELOPE "B" - Economical/Financial Bid" with ANNEX 2 LOT 1  
do not insert any other documents inside of envelope "B" then Annex 2 - Lot, Annex 3 - LOT 1**

CIG		CAD \$	LEAD TIME OF MATERIAL SUBMISSION BY ITC TO BIDDER (to be filled out by bidder)	DELIVERY DATE
	<b>LOT 1: NEW GRAPHIC DESIGN, ADAPTATION, PRODUCTION AND PRINTING OF THE PROMOTIONAL MATERIAL FOR THE EVENT "A TASTING OF WINES FROM ITALY TM /UNE DÉGUSTATION DE VINS D'ITALIE MC" 2023 (VANCOUVER, CALGARY, TORONTO AND MONTRÉAL)</b>			
	ECONOMIC /PRICE OFFER			
A	Awarding Entity			
B	Background			
C	Budget and Terms of Execution			
D	Light of the Contract			
E	The Bid: Description of Services Requested			
1	Creation of New Artistic Image (3 examples to choose from + 3 rounds of revisions)	\$		August 4 2023
2	Website <a href="http://www.extraordinaryitalianwine.ca">www.extraordinaryitalianwine.ca</a> (in English and French)	\$		October 7 2023
3	Digital floor map (Vancouver, Calgary, Toronto and Montréal)	\$		October 1 2023
4	Digital invitations	\$		October 1 2023
4.1	Technical tasting - Digital invitation (Toronto and Montréal)	\$		September 30 2023
4.2	Walk around tastings - Digital invitation (Vancouver, Calgary, Toronto and Montréal)	\$		September 30 2023
5	Online advertising	\$		September 30 2023
6	Production of printed promotional material and delivery	\$		
6.1	Placemats - Technical tasting (Toronto and Montreal)	\$		TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL - October 31, 2023 by 1:00pm EST
6.2	Tasting sheet – template(Toronto and Montréal)	\$		September 30 2023 by 1:00pm EST
6.3	Banners + Stands (Vancouver, Calgary, Toronto and Montréal)	\$		VANCOUVER - October 23, 2023 by 1:00pm PT CALGARY - October 25, 2023 by 1:00pm MDT TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL- October 31, 2023 by 1:00pm EST
6.4	Room floor plan (Vancouver, Calgary, Toronto and Montréal)	\$		VANCOUVER - October 23, 2023 by 1:00pm PT CALGARY - October 25, 2023 by 1:00pm MDT TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL- October 31, 2023 by 1:00pm EST
6.5	Vinyl sticker for mirror (Toronto)	\$		TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL - October 31, 2023 by 1:00pm EST
6.6	Floor decals with "A TASTING OF WINES FROM ITALY /UNE DÉGUSTATION DE VINS D'ITALIE" (Montréal)	\$		MONTRÉAL - October 31, 2023 by 1:00pm EST
6.7	Exhibitor signage (Vancouver, Calgary, Toronto and Montréal)	\$		VANCOUVER - October 23, 2023 by 1:00pm PT CALGARY - October 25, 2023 by 1:00pm MDT TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL- October 31, 2023 by 1:00pm EST
6.8	Large interior banner (Montréal)	\$		MONTRÉAL-October 31, 2023 by 1:00pm EST
6.9	Stairwell signage Marche Bonsecours (Montréal)	\$		MONTRÉAL-October 31, 2023 by 1:00pm EST
7	Magnetic metal pins	\$		VANCOUVER - October 23, 2023 by 1:00pm PT CALGARY - October 25, 2023 by 1:00pm MDT TORONTO - October 27, 2023 by 1:00pm EST MONTRÉAL - October 31, 2023 by 1:00pm EST
8	Transportation delivery and removal costs for all printed material plus magnetic metal pins (Vancouver, Calgary, Toronto and Montréal)	\$		
F	The Evaluation Process			
G	Financial Economic Offer and Conditions			
H	Requirements for the Submission of Offers			
I	Tender Procedures			

J	Deadline			
K	Payment Terms			
L	Penalties and Termination Clause			
M	Security Deposit			
N	No Exclusivity			
O	Obbligation of Confidentiality and Protection of Privacy			
P	Additional Clauses			
Q	Contact Information			