



ADDENDUM II

RFP FOR FOREIGN REPRESENTATIVE SERVICES – CHINA

SUBJECT: Request for Proposals (RFP) for Foreign Representative Services – China, dated April 19, 2023

FROM: Visit San Antonio

Date: May 4, 2023

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I TO THE ABOVE REFERENCED REQUEST FOR PROPOSALS

A. QUESTIONS RECEIVED BY VISIT SAN ANTONIO STAFF ARE ANSWERED AS FOLLOWS:

Question 1: Besides the RFP file, there are two other documents on your website. Local Preference Program Form and Veteran-Owned Small Business Preference Program Form. If we are neither Local nor Veteran-Owned, do we still need to fill in these forms?

Answer: Please complete the forms and respond as “non-applicable” to confirm your firm is neither Local nor Veteran Owned in San Antonio, Texas.

Question 2: For the submission of the proposals, you require it must be emailed to your official email address in PDF format. How many PDF files can you accept, or we can only email one PDF file to you?

Answer: Yes, please submit your electronic submission in pdf format to VisitSanAntonioRFP@visitsanantonio.com. If needed, you are allowed to include additional PDF files to ensure we receive your complete RFP submission.

Question 3: For the submission of the proposals, the only thing we need to do is to email our PDF proposal file to your official email address, is that right? Is there anything else we need to do besides that?

Answer: Yes, that is correct. Please see response to question two above.