



IMDC RFP 25-003: Executive Search Services Questions and Answers

1. Please provide us with an estimated NTE budget allocated for this contract.

Answer: This is an unanticipated requirement and therefore, it was not included in this year's budget. The IMDC will make a determination on what it is able to spend after receiving and considering all proposals.

2. What is the tentative start date of this engagement?

Answer: January 2025.

3. Is this a new contract or are there any incumbents? If there is an incumbent, could you please let us know the incumbent name and pricing and are the incumbents eligible to submit the proposal again?

Answer: There is no current contract for these services.

4. Are there any pain points or issues with the current vendor(s)?

Answer: There is no current contract for these services.

5. Could you please share the previous spending on this contract, if any?

Answer: There is no current contract for these services.

6. How many positions were used in the previous contract?

Answer: There is no current contract for these services.

7. How many positions will be required per year or throughout the contract term?

Answer: One position total. See section 1.1 of the RFP.

8. Can we provide hourly rate ranges in the price proposal?

Answer: There is no specific required structure for the pricing/fee proposal.

9. Are resumes required at the time of proposal submission? If yes, Do we need to submit the actual resumes for proposed candidates or can we submit the sample resumes?

Answer: No. See section 3 of the RFP for offer requirements.