

Mississippi Department of Archives and History

RFQ for Integrated Marketing Plan

Q&A

- I'm just writing to see if this RFQ is still open and if you team will entertain a bid from out of state? **Yes, our Request for Qualifications # 3140003700 is open and out of state firms are welcome to participate. Please supply a completed W-9 form if you do participate. Submissions are welcome via email to marketingrfq@mdah.ms.gov or delivered by thumb drive by 2 p.m. central time on December 6.**
- Are offeror's under the 8 year in business mark not going to be considered at all? **The required qualification is 8 years in business. If a vendor does not have 8 years in business, we will not review the submission.**
- How do you want proposals identified if no names, logos, or other identifying information may be included? **Identifying information can be included in the management section. If included in the technical or cost factors of the proposal, all identifying information must be redacted.**
- Is the \$500,000 budget inclusive of all fees, production costs and media for the full three year period? Will additional funding be available for year 4? **The \$500,000 annual budget is inclusive of all fees. If the contract is renewed for the optional fourth year, a budget will be assigned at that time.**
- Per year, what is the typical number of temporary exhibits, events, or other marketing blitzes you may need? **The Two Mississippi Museums typically host two temporary exhibits a year, several larger events like the Christmas by Candlelight Tour and Mississippi Makers Fest. Additionally, there are approximately 100 smaller programs and workshops each year.**
- Could we request an extension to the submission deadline? **Unfortunately, we are under a very tight timeline, so no extension is possible.**
- Could you let us know if you have a local preference or are you open to a Canadian agency that has done similar work with clients across the United States, with some currently being the States of California, Colorado and Wyoming? **We welcome all submissions that meet the stipulated requirements.**

Acknowledged by: _____

Date: _____

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