

# ADVERTISEMENT – REQUEST FOR PROPOSAL



DETROIT REGIONAL CONVENTION  
FACILITY AUTHORITY  
One Washington Blvd  
Detroit, MI 48226

<b>RFP Description: SCALA Licensing</b>	<b>RFP Package No.: 17.2023</b>
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Notice is hereby given that the Detroit Regional Convention Facility Authority (DRCFA) is soliciting competitive proposals for **SCALA Licensing** per the terms and conditions of the Request for Proposal (RFP).

RFP documents may be obtained on or after **September 8, 2023** at the following website: [www.bidnetdirect.com/MITN](http://www.bidnetdirect.com/MITN). Prospective bidders must first log in to the site and search the “Open Solicitations” tab for this project. Bidnet Direct’s customer service and support phone number is 800-835-4603 to help you navigate the site and register your entity (at no cost) if needed.

There is no pre-bid meeting scheduled for this RFP. Questions may be directed to Ms. Laura Harrington, Purchasing Director, via email at [Lharrington@drcfa.org](mailto:Lharrington@drcfa.org) no later than **September 19, 2023**. Bidders may call (313) 877-7974 with general questions ONLY (such as where to park for the public bid opening).

Proposals shall be prepared in accordance with specifications outlined in the RFP. Submittals shall be on forms furnished by the DRCFA in this RFP. The DRCFA is exempt from all taxes. Proposers must provide Iran Linked Business disclosure in compliance with Public Act 517 of 2012 and attach this information to the bid proposal. The bid proposal must be accompanied by a sworn and notarized statement that their business is NOT an Iran Linked Business.

Sealed bid submittals must be mailed, or hand delivered, to Detroit Regional Convention Facility Authority, One Washington Blvd, Administrative Offices, 3rd Floor, Detroit, MI 48226, Attention: Ms. Laura Harrington, Purchasing Director. Proposals must be received on or before **September 27, at 2:00 p.m. local time**. No allowance will be made for late delivery for any reason. Late bids shall not be opened nor returned to bidder. Faxed or emailed bids shall not be accepted for any reason. A bidder will be permitted to withdraw his bid, unopened, after it has been submitted if so requested prior to the time specified above for opening of proposals.

Proposals will be publicly opened on **September 27, starting at 2:00 p.m.**, local time, by the DRCFA, at One Washington Blvd, Detroit, MI 48226. Interested parties may join in person upon arrival to the Administrative Offices on the 3<sup>rd</sup> Floor. RFP evaluation and award subsequently will be made by the Board of Directors at the DRCFA. The successful bidder(s) shall be required to enter into a contract with the DRCFA.

DRCFA is exempt from sales or use tax for all direct purchases of tangible personal property, but bidders may be responsible for state sales or use taxes for purchased materials that are used and affixed by bidder to real property owned by DRCFA. The Authority will provide a sales tax exemption form upon request.

The right to reject any or all proposals, either in whole or in part, to split the award, to award to other than the low bid, or to waive any informalities or irregularities therein, is reserved by DRCFA. The Authority will not consider nor accept a proposal received by the DRCFA after the deadline date and time specified in RFP documents.

**Date:**

9/7/2023

**Authorized Signature:**

*Laura M. Harrington*

Laura Harrington CPPO, CPPB  
Purchasing Director