



*Embassy of the United States of America  
Ottawa, Canada*

To: All Prospective Bidders

**SUBJECT: Request for Price Quotation  
RFQ# 19CA5220Q0030 - Market Research - City Scope Reports**

The Embassy of the United States of America invites you to submit a price quotation to develop market research reports on the food and beverage industry in the following major cities: Toronto, Montreal, Vancouver, and Halifax.

The objective of each report is to provide an overview of the retail, e-commerce, food processing, and hotel, restaurant, and institutional (HRI) landscape, highlighting the market opportunities and challenges in each city. The primary target groups of these reports are new-to-export and new-to-market U.S. companies that are interested in gaining in-depth information on each city. The reports serve as market intelligence resources to help them prepare their "Go-to-Market" plan for the Canadian market and target provinces/cities offering the highest potentials for success.

Electronic offers may be submitted with "Proposal 19CA5220Q0030 Attached" listed in the subject line to the following email address [ProcurementOttawa@state.gov](mailto:ProcurementOttawa@state.gov) on or before 4:00 P.M. EST August, 21, 2020. No electronic proposals will be accepted after this time.

Please direct any questions regarding this solicitation to: [ProcurementOttawa@state.gov](mailto:ProcurementOttawa@state.gov). All questions must be in English and submitted prior to August 12, 2020.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract based on initial quotations, without holding discussions, although we may hold discussions with companies within the competitive range if there is a need to do so.

Sincerely,

Hunter Crowder

Contracting Officer

A handwritten signature in blue ink, appearing to read "HC", written over the printed name of Hunter Crowder.