

REQUEST FOR PROPOSALS

Project Title: Clinic Sound System

Client: IVONNE, Inc.

Operating As: Corporation

Type of Business: Clinic

Release Date: Monday February 15, 2023

Q & A Session: Please contact Chris Cascanette

Deadline to Submit Intent to Bid: March 1, 2023

Closing Date: June 1, 2023

I. INTRODUCTION

IVONNE, Inc. (“IVONNE”) is in the market for an experienced supplier who can source and install a multi-room sound system for its clinic.

II. BACKGROUND

IVONNE is a boutique **4-Room (836 sq ft)** Permanent Makeup, Skincare, and Laser Clinic registered in Canada, operating in the City of Ottawa, Ontario.

IVONNE is owned and operated by verified Metis Citizens, and 1st generation Canadians. In its 6th year of operations IVONNE provides Permanent makeup, dispensed skincare, and PicoWay laser treatments including laser tattoo removal and skin rejuvenation.

IVONNE is known for its strong professional relationship with its regulators, partners, and suppliers.

III. GENERAL REQUIREMENTS

The sound system and supplier should meet all of the following requirements:

- The supplier should be in good standing with its professional associations and memberships including BBB and (Google Business) Review platforms;
- The supplier must be in compliance with all provincial and municipal regulations including employer safety regulations, building codes, and policies of Place de Ville.
- The supplier must be willing to perform its work, including site assessment, installations, service, and clean-up outside of clinic hours (i.e. before 9:00am and after 6:00pm on weekdays and Saturdays; and any time on Sundays)
 - The proposed sound system must:
 - be able to stream from both consumer and commercial grade music streaming services via an app or browser controlled access.

- Must be appropriately sized to provide ambient, background music only, across 4 rooms areas.
- Must integrate into an Unifi UDM Pro gateway device.
- Must fit within the server at our location.

IV. GENERAL TERMS AND CONDITIONS

IVONNE, Inc. (IVONNE) will not be responsible for any costs incurred by a supplier in preparing and submitting proposals and/or attending interviews. IVONNE accepts no liability of any kind to a supplier prior to the signing of any contract or purchasing of any sound system.

- Submission of a proposal shall not obligate, nor should it be construed as obligating IVONNE to accept any such proposal or to proceed further with the project. IVONNE may, in its sole discretion, elect not to proceed with the project, and may elect not to accept any or all proposals for any reason.
- Suppliers may amend or withdraw their proposals prior to the Closing Date in the RFP by way of written notice.
- The supplier must identify any information in its proposal that it considers to be confidential or proprietary.
- All proposals and accompanying documentation received under this competition will become the property of IVONNE and will not be returned.
- IVONNE reserves the right to accept or reject, in whole or in part, any or all proposals.
- IVONNE reserves the right to cancel and/or re-issue this RFP at any time for any reason without penalty.
- The supplier's proposal shall form part of the contractual agreement by attachment and will be incorporated by reference.
- All prospective bidders may be required to sign a Non-Disclosure Agreement prior to submitting their bids.
- The successful bidder must keep confidential that it is working with IVONNE and must not disclose that it has supplied to IVONNE.

Notices of Interest will be accepted until March 1, 2023 at proposals@ivonne.ca.

Yours truly,



Christopher Cascanette, Director (Principal)
per IVONNE, Inc.

Cc: Ivonne Sanchez, Director (Principal), IVONNE, Inc.