

TENDER NOTICE

RFQ 2019-051

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1. **Title** Headhunter Services

 2. **Introduction** Windsor-Detroit Bridge Authority (“**WDBA**”) is a non-agent Crown corporation with headquarters in Windsor and is responsible for the design, construction, financing, operation, and/or maintenance of a new Gordie Howe International Bridge (“**Project**”) between Windsor, Ontario and Detroit, Michigan through a public-private partnership. Further information about WDBA can be obtained at www.wdbridge.com.

 3. **Description** WDBA requires specialized Headhunter Services to provide a pool of qualified candidates, on an “as and when required” basis.

 4. **Solicitation Type** Request for Quotation.

 5. **Region of Opportunity** Windsor, Ontario, Canada.

 6. **Tendering Procedure** Invitational

 7. **Summary of Key RFQ Dates** The timetable for the RFQ is as follows:

RFQ Process	Date & Time
Issue RFQ	November 8, 2019
Deadline for Questions & Clarifications	November 19, 2019 at 14:00:00 EST
Submission Deadline / Closing date and time	November 22, 2019 at 14:00:00 EST

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8. **Documents** Available through WDBA invitation only.

 9. **Conditions to Participation** Proponents invited to participate.

 10. **Proposal Delivery** Quotation submitted electronically to WDBA Procurement.

 11. **Delivery of Services** The Successful Proponent will be required to provide Headhunter Services, as outlined in the RFQ.

 12. **Contact** Name: Estefany Della Nina, Procurement Officer (procurement@wdbridge.com)