**LEGAL NOTICE**

**ADVERTISEMENT FOR PROPOSALS**

NOTICE is hereby given that the Tupelo Convention and Visitors Bureau will receive quotes from well qualified firms until 5:00 PM CST on Friday April 12, 2024, at 71 East Troy Street, PO Box 1485, Tupelo, MS 38802 for the following:

**ADVERTISING AGENCY – CONTENT MARKETING**

The Tupelo Convention and Visitors Bureau (Tupelo CVB”) is accepting quotes from well qualified vendors to support Tupelo CVB’s strategic communications through advertising– content marketing services. Qualified advertising agencies specializing in content marketing should have a working knowledge of the tourism industry necessary to assist the Tupelo CVB in creating a re-branded marketing message that is inclusive of the Tupelo CVB’s five main pillars (Elvis, culinary, live music, Natchez Trace Parkway, and culture).

Tupelo CVB intends to contract with a qualified advertising agencies to support its continued recovery efforts, stemmed from the negative economic impacts of COVID-19. This contract will be funded through federal ARPA dollars for Mississippi Tourism Recovery, II, and all applicants must agree to comply with the terms and conditions of the standard services contract which includes the American Rescue Plan Act Mandatory Addendum and the Mandatory Addendum to all City of Tupelo Contracts.

Detailed specifications and forms/documents can be downloaded from the Tupelo CVB’s website at <https://www.tupelo.net>.

Quotes must be mailed and/or hand delivered at the address below and received no later than 5:00 pm CST on Friday, April 12, 2024. Quotes should be in a sealed envelope and ***clearly marked*** with your Company Name, the subject “**Request for Quote: Advertising Agency – Digital Content Marketing**,” and sent to the City of Tupelo, Mississippi c/o/ Traci Dillard, Controller, P.O. Box 1485 Tupelo, MS 38802 during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.

No Vendor may withdraw his/her quote after date of opening proposals without the consent of the Tupelo Convention and Visitors Bureau.

The Tupelo Convention and Visitors Bureau reserves the right to accept or reject any and/or all proposals and waive informalities in bidding.

The City of Tupelo is an Equal Opportunity Employer. The City of Tupelo encourages Minority-owned Business Enterprises (MBEs) and Women-owned Business Enterprises (WBEs) to submit bids. This bid solicitation will be submitted to the Agency Bid Bank at [agencybidbank@mississippi.org](mailto:agencybidbank@mississippi.org).