



Meeting Professionals International (MPI) Toronto Chapter along with the MPI Foundation Canada Council is seeking a venue partner for a social networking and fundraising event: **2026 Euchre Tournament**

**DATE OF EVENT:** Tuesday, April 28<sup>th</sup>, 2026

The date is **firm**, as it is scheduled in collaboration with CSE Live! 2026.

The MPI Toronto Chapter is Canada's largest chapter in MPI and is known for having a great community of industry professionals. Our members believe in working with companies they know and trust. Members and supporters of MPI value the knowledge and shared goals and principles. Let us connect you with your fellow industry professionals by partnering with our chapter.

We offer several networking events throughout the year. If at this time you are not able to support, please let us know if we can reach out to you again for another date and time.

Please ensure your proposal addresses the requests of this form and forward your proposal to the MPI Toronto Chapter representative as noted below.

Additional information can be provided upon request.

**FIRM DEADLINE TO RESPOND:** February 6<sup>th</sup>, 2026

**DECISION DEADLINE BY COMMITTEE:** February 20<sup>th</sup>, 2026

If you have any questions on this proposal, please contact:

Erinn Young, Chapter Administrator

[erinn@mpitoronto.org](mailto:erinn@mpitoronto.org)

905-567-9591

**TENDER PROCESS:**

- This RFP is open to both MPI members and non-members.
- RFPs are sent by broadcast email to all MPI members
- Board members and/or committee members must disclose any conflict of interest or personal intent when submitting a proposal and must remove themselves from contracting discussions.
- All proposals will be acknowledged upon receipt.
- Proposals will be reviewed by the Committee and Chair. A recommendation and rationale will be presented to the committee based on the below rating matrix.
- Unsuccessful bidders will be notified by email.
- A site inspection may be conducted prior to the final awarding of the contract.

# STRATEGIC PARTNERSHIP REQUEST FOR PROPOSAL

EVENT & COMMITTEE INFORMATION	
Event Overview:	We are seeking a <b>venue partner</b> to showcase their event space for chapter members, comprised of planners and suppliers in the events industry. In exchange for showcasing their venue, the sponsor will provide complimentary access to their space along with a complimentary or discounted Food & Beverage package.
Social Networking Event	<p>Objectives:</p> <p>The 2026 Euchre Tournament is a networking opportunity for MPI Toronto Chapter members and non-members in the events industry to come together for an evening of socializing, networking, and friendly competition while supporting the MPI Foundation.</p> <p>The MPI Foundation is a not-for-profit organization that provides grants, scholarships and pan-industry research in support of the global meeting and event industry.</p>

MPI TORONTO EUCHRE TOURNAMENT - VENUE REQUIREMENTS	
DETAILS:	<p>For the <b>venue</b> we will require the following:</p> <p><b>Event Space:</b></p> <ul style="list-style-type: none"><li>• Event Space for up to 100 attendees to participate in a Euchre tournament</li><li>• Tables set throughout the room for groups of four (4) to engage in a card game</li><li>• Additional tables set and arranged for raffle prizes, games, food, etc.</li></ul> <p><b>Food &amp; Beverage:</b></p> <ul style="list-style-type: none"><li>• Heavy appetizers, or food stations</li><li>• Cash bar, with option for complimentary hosted drink tickets</li></ul> <p><b>Audio/Visual (information for provider and/or proposal):</b></p> <ul style="list-style-type: none"><li>• Preferred: Built-In Screen</li><li>• 1 Screen/Projector</li><li>• Microphone and Sound</li><li>• HDMI Access near Screen</li><li>• Labour for install and dismantle</li></ul> <p><b>Other:</b></p> <ul style="list-style-type: none"><li>• Complimentary parking for all</li><li>• Please indicate your self-parking rate or closest offsite lot</li></ul> <p><b>Special Mention:</b></p> <ul style="list-style-type: none"><li>• Venue preference will be given to those near the Great Canadian Casino Resort Toronto</li></ul>

MPI Toronto Chapter Event Budget:	<p>\$65.00 per person inclusive of gratuities/service and admin fees, for venue and F&amp;B. HST would be in addition to the \$65.00. F&amp;B based on 50-75 persons estimate.</p> <p>MPI Toronto Chapter cannot guarantee minimum spending, however the history of these events has been 1.5 drinks per person on average for cash bar.</p> <p>Reception: Venue's choice, we suggest this is your opportunity to be creative and show off your venue's culinary capabilities.</p>
Please advise your Total Value of Sponsorship:	<p>Note: In-Kind sponsorship will allow a brief welcoming address to attendees and can offer site inspections to those that wish. Low costs benefit our participants by increasing attendance and therefore increasing your exposure to potential clients.</p> <p>Additional deliverables awarded based on retail value of sponsorship.</p>

## SELECTION PROCESS

MPI Toronto reserves the right to accept, in whole or in part, any submission; it also reserves the right to not select any of the submitted proposals should the selection criteria (price and experience) not be met.

Proposals will be evaluated on the following criteria:

**1. Price: 0-50 points**

All costs and extra options must be clearly identified; however, price will not necessarily be the determining factor. Services offered on a complimentary basis will be taken into account and must be clearly identified in your proposal with a dollar valuation.

**2. Amenities/Services offered: 0-40 points**

The number of services or amenities, including any extras offered which were not requested.

**3. Responsiveness: 0-10 points**

Based on submitting proposals on time, responding to inquiries in a timely manner, openness to questions on aspects of the proposal and demonstration within the proposal of how the supplier will react (timeline) to inquiries/requests, and general administration requirements during the contract period, etc.

**4. Membership: 10 points**

MPI members are not awarded contracts by default. Membership will be a determining factor if all remaining criteria are equal between bidders.

**Total possible score: 110 points**