

RFP 2027-02 Corporate Appointment Setting Services

Closing Date/Time: Wednesday, September 30, 2026 @ 2:00 PM Eastern Time

The FCEDA is seeking a consultant to provide corporate appointment setting and outreach services in support of approximately five (5) domestic business investment marketing trips and ongoing Fairfax County business retention efforts. The firm will work closely with the FCEDA's National, International, and Diversity Business Investment Divisions to support outreach objectives and coordinate appointment schedules throughout the contract period. The firm will have experience performing outreach to foreign-owned companies with a presence in the United States. These efforts will be primarily concentrated on Fairfax County-based firms.

To view this solicitation, please visit our page on the Euna procurement portal at <https://fairfaxcountyeda.bonfirehub.com/opportunities/253346>. Offerors must register on the Euna procurement portal to download the RFP documents and submit a response to this RFP. Submitting proposals via the Bonfire portal is mandatory. The Fairfax County Economic Development Authority will not accept proposals submitted by paper, telephone, facsimile ("FAX") transmission, or electronic mail (e-mail) in response to this RFP.

The FCEDA strongly encourages offerors to submit proposals well in advance of the proposal submission deadline. A proposal submission is not considered successful unless all necessary files have been uploaded and the 'Submit & Finalize' step has been completed. Offerors are responsible for the consequences of any failure to plan ahead in the submission of their Proposal.

Please contact Euna at Support@GoBonfire.com for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>