



REQUEST FOR PROPOSALS

ISSUE DATE: **January 12, 2024**

PROJECT TITLE: Catering Services for Nibi Gathering

CLOSING DATE: **March 8, 2024**

CLOSING TIME: **4:30 PM CST**

ISSUING OFFICE: **First Nations Health & Social Secretariat of Manitoba (FNHSSM)**
Unit 74, 630 Kernaghan Avenue
Winnipeg, Manitoba, R2C 5G1

FOR ADDITIONAL INFORMATION, PLEASE CONTACT:

April Seenie, Nibi Coordinator
Email: aseenie@fnhssm.com
Cell: 431-374-5396

2024 NIBI GATHERING

Introduction

The FNHSSM invites qualified and experienced caterers, restaurants and/or individuals to provide prepared and delivered meals daily (lunch, and supper) to Bannock Point in the Whiteshell Provincial Park from May 23rd to 26th, 2024 inclusive.

Background

The Nibi (water) Gathering is a four (4) day event that centers around one foundational theme: Nibi Onje Biimaadiziwin (“Water is life” or “Everything needs water to live”), while reflecting on three themes: Mino-biimaadiziwin (living a good life), Nindigaweminadoog (all of my relations), and Anishinaabemowin (the language). The gathering will be held from **May 23 – 26, 2024** at **Bannock Point in the Whiteshell Provincial Park**. The site is comprised of a wiigwaam (teaching lodge), dining tent, teaching/workshop area, sweat lodge, and campsite areas. Please be advise that there is no electricity on-site and no kitchen area to prepare food. Food must be prepared beforehand.

**** Approximately 150-200 people are anticipated to attend each day of the 4-day gathering.**

Scope of the Services

The Nibi Gathering provides daily meals for attendees of the gathering. The following information is meal types, dates and number of meals required:

- Thursday May 23, 2024 – Lunch for 200 people & Supper for 100 people.
- Friday May 24, 2024– Lunch for 200 people.
- Saturday May 25, 2024 – Lunch for 200 people & Supper for 100 people.
- Sunday May 26, 2024 – Bagged lunch for 125 people.
- Delivery of food, **or** capacity to cook on-site.
- Food should be ready at least 15 minutes prior to each mealtime with the flexibility in case presentations go longer than expected.

Proposal Submission Requirements

- Please submit a single electronic PDF attachment clearly marked with the “2024 Nibi Gathering.
- Bid / proposal to include name and contact information for the primary contact.
- Experience of Caterer and other helpers.
- Proof of Food Handlers’ Certificate
- A general description of the proposed menu.
- Quote for each meal and delivery.
- A “not-to-exceed cost” to perform the scope of services.
- At least three (3) references.

Evaluation Criteria

Proposal submissions will be evaluated on the following criteria:

- Details identified in the *Proposal Submission Requirements* section.
- Experience and qualifications.
- Proposed Menu Options.
- The use of environmentally friendly products.
- Itemized cost proposal for each day; including delivery fees (if applicable).
- References.

Deadline to Submit Proposals:

- Proposals are due **no later than 4:30 PM CST on March 8, 2024**

Please address your proposal to:

April Seenie, Nibi Coordinator

Email: aseenie@fnhssm.com

All submissions will receive an email confirming receipt of the proposal. A proposal will not be considered officially received until a confirmation email has been sent.