



REQUEST FOR TENDERS

Event Catering

DEADLINE

Friday, May 17, 2024

ADDRESS TENDER SUBMISSIONS TO

Southern Manitoba First Nations Commercial Tobacco Reduction Strategy
200-360 Broadway
Winnipeg, MB R3C 0T6
ATT: Carroll Hull

EMAIL ADDRESS FOR ELECTRONIC SUBMISSIONS

tobacco@serdc.mb.ca

Event Summary

The Southern Manitoba First Nations Commercial Tobacco Reduction Strategy's (**SMFNCTRS**) 8th Annual Youth Gathering is an event that invites youth from the southern Manitoba First Nations region ages 12-17 to engage in health, wellness, and cultural activities.

Contact Person

Carroll Hull

Commercial Tobacco Reduction Facilitator

Southern Manitoba First Nations Commercial Tobacco Reduction Strategy (**SMFNCTRS**)

Tel: 204-934-7090 • Fax: 204-934-0349 • Email: chull@serdc.mb.ca

Contract Requirements

The Contract is for catering services required at Variety's Camp Brereton, Block 7, Lot 9, 135km's East of Winnipeg, MB from Tuesday, August 13 to Friday, August 16, 2024. All Event Staff and Personnel are to arrive on-site at 3:00pm or later Monday, August 12, 2024. Event End and Final Inspection is scheduled for Friday, August 16, 2024 at 12:00pm. Catering services as per the Contract includes coordination of:

1.0 Contract Budget:

1.1 If selected, cheques will be made payable to each individual Contractor and Sub-Contractor(s), including any applicable mileage reimbursement IF identified as a driver.

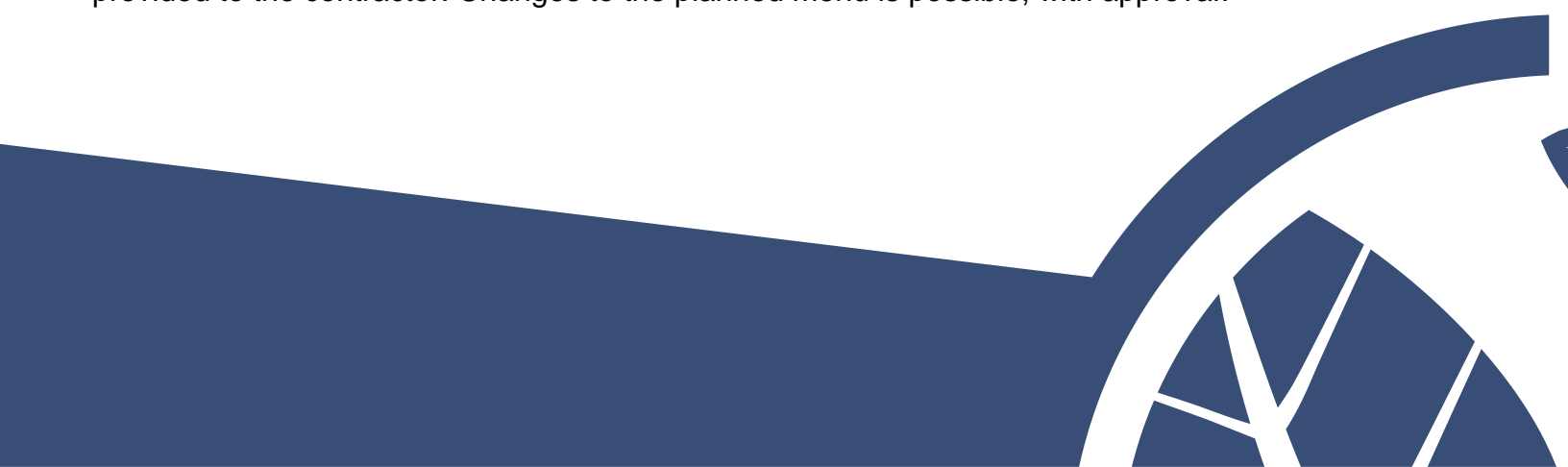
1.2 If unforeseen costs arise over and above what was approved and outlined in the approved application, approval must be received from the **SMFNCTRS** Contact Person. If approved, the Contractor must front the cost of any and all unforeseen expenses. Reimbursement will be provided via cheque within 3 weeks following submission of invoices or receipts.

2.0 Selection of any and all Sub-Contractors.

3.0 Identifying names and roles of Contractor and Sub-Contractors (Head Chef, Cook(s), Dishwashers, Drivers etc.).

4.0 Meal Preparation:

4.1 A 4 day menu, including meals and snacks, for approximately 110 participants, will be provided to the contractor. Changes to the planned menu is possible, with approval.



4.2 Shopping list of all food items are required to fulfill contract requirements. If you have a food vendor you typically use, please indicate in your application.

4.3 Preparation of food following specified mealtimes on event agenda.

4.2 Ensuring that kitchen and sink area are compliant with general health and safety standards and that all equipment and kitchen area is clean and ready for final inspection on Friday, August 16, 2024.

5 Transportation:

5.2 Transportation of Contractor and all Sub-Contractors to Camp Brereton on Monday, August 13, 2024 any time after 13:00.

5.3 Transportation of all food items and supplies will be delivered Camp Brereton on Monday, August 13, 2024 any time after 13:00.

5.4 Outlining any and all transportation costs.

1.3 The **SMFNCTRS** Contact Person will reimbursement foreseen mileage costs at \$0.50/ kilometer for trips between Winnipeg, MB and Camp Brereton. Anything above provided mileage must receive prior approval from the **SMFNCTRS** Contact Person. If approved, reimbursement will be provided via cheque within 3 weeks following submission of invoices or receipts.

6 Special Conditions of Contract:

6.2 The Contractor shall ensure that any and all personnel, or Sub-Contractors provide valid copies of:

- | | |
|---------------------------|-------------------------------|
| Manitoba Driver's License | • Food Handlers Certification |
| Criminal Record Check | • Vulnerable Sector Check |

6.3 There shall be 1 caterer on site for the full length of camp.

6.4 The costs associated for obtaining or recertifying any certifications will be at the sole expense of the Contractor/Sub-Contractor(s).

6.5 Incomplete applications may be submitted to provide applicants time to obtain certifications/checks. All must be received by the **SMFNCTRS** Contact Person in order to receive contract and to complete work required.



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APPLICATION FORM

Name of Contractor and Role _____

Name of Sub-Contractor and Role _____

Name of Sub-Contractor and Role _____

Name of Sub-Contractor and Role _____

Name of Sub-Contractor and Role _____

Contractor Mailing Address _____

Contractor Telephone and Email _____

BUDGET BREAKDOWN (MAY ATTACH ON A SEPARATE SHEET)

Personnel (Please specify Contractor/Sub-Contractor names and rates)

Food/Supplies

Transportation (Please specify Contractor/Sub-Contractor(s) Names requiring mileage reimbursement and any other transportation costs)

Other

PLEASE ATTACH THE FOLLOWING TO YOUR APPLICATION

- All Contractor and Sub-Contractor's Manitoba Driver's Licenses (those completing driving).
- All Contractor and Sub-Contractor's Food Handlers Certifications.
- All Contractor and Sub-Contractor's Criminal Record Checks.
- All Contractor and Sub-Contractor's Vulnerable Sector Checks.
- Brief Description of Contractor's Previous Experience – May alternatively provide a resume/CV.



SOUTHERN MANITOBA FIRST NATIONS COMMERCIAL TOBACCO REDUCTION STRATEGY

FOR MORE INFORMATION

CONTACT:

Carroll Hull

chull@serdc.mb.ca

tel: 1.204.934.7090