

REQUEST FOR QUOTE

DETAILS

The Town of Inuvik is looking for a provider of catering services for an upcoming Staff Holiday Event to be held in the Community Hall of the Midnight Sun Complex. Consideration will only be given to those who hold a valid Town of Inuvik Business License and applicable food permits as required by the Government of the Northwest Territories.

Event is pending approvals from the CPHO, ProtectNWT, & the CEHO

The selected caterer will provide the following:

- Food & non-alcoholic beverages for up to 100 persons.
- Snacks & Appetizers (portioned individually)
- Traditional turkey/ham meal including mains, sides, & selection of desserts
- All cutlery, cups, plates, napkins, & bowls. As per COVID restrictions they must be single use. (No Styrofoam) (Town of Inuvik may provide a limited supply of some of these items)
- Service staff to cook, deliver, set-up, serve, & take-down
- All necessary cooking & storage supplies including but not limited to warming dishes, serving bowls, serving cutlery, & trays.

The Town of Inuvik will provide the following:

- 2 Heated Warming Tables
- 2 Water Coolers
- Tables, garbage cans, extension cords, access to power

TIMING

- Quotes to be received by:
4:00 pm on Friday, November 12, 2021
- Order to be finalized by:
4:00 pm on Monday, November 15, 2021
- Food to be served at the event from:
5:00 pm to 8:00 pm on Saturday, December 4, 2021

HOW TO SUBMIT

A written quote, including a proposed menu and itemized pricing, can be submitted by email to jchallis@inuvik.ca or dropped off in person to the Town Office with Attn: Jackie Challis. The Town of Inuvik Office is located at 2 Firth Street in the blue building adjacent to the Fire Hall.

CONTACT

Jackie Challis, Director
Economic Development & Tourism, Town of Inuvik
867.777.8632 or jchallis@inuvik.ca