

CALL FOR EXPRESSIONS OF INTEREST



arctic development expo
northern realities • northern solutions

CASH BAR

The Town of Inuvik is currently seeking an organization to provide cash bar services for the upcoming Arctic Development Expo taking place June 13-15, at the Midnight Sun Complex in Inuvik, NWT, Canada.

This is not a request for tenders or an offer. The Arctic Development Expo / Town of Inuvik are not bound to accept the proposal with the lowest quotes nor to accept any of the submitted proposals.

DEADLINE: All quotes must be received no later than 5:00 pm Monday, April 18

CONTACT

Jackie Challis, Director
Economic Development & Tourism
Town of Inuvik
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867.777.8632

SCOPE & TERMS OF REQUEST

Services Required:

The Arctic Development Expo and the Town of Inuvik are looking for a community organization to provide a cash bar for the evening events (Tuesday, June 14 & Wednesday, June 15)

Proposal Timeline:

DATE	DEADLINE	DELIVERABLE	AGENT RESPONSIBLE
Monday, April 18, 2022	5:00 pm	Proposals Received	Proponent
Wednesday, April 20, 2022	5:00 pm	Selection of Proponent	Town of Inuvik (TOI)
Friday, April 22, 2022	5:00 pm	Contract Finalized	Proponent & TOI

DEADLINE EXTENDED TO
FRIDAY, MAY 6

Payment Terms:

The Town of Inuvik agrees that the selected proponent will retain all profits from the two cash bars.

EVENT HOURS

DATE	TIME	LOCATION	EVENT
Tuesday, June 13	6:00 pm – 11:00 pm	Curling Arena	Dinner & Northern Cultural Showcase
Wednesday, June 14	5:00 pm – 12:00 am	Curling Arena	Reception, Dinner & Gala Evening with Headline Singer & Band

SELECTION CRITERIA

Each proposal will be reviewed by a committee of Town of Inuvik administration and personnel. The committee reserves the right to select any proponent as they see fit.

Consideration will be given to those organizations that can demonstrate the following:

- Demonstrated previous ability to host a similar event
- Strong volunteer & staffing ability
- Understanding of the volume and service requirements of a large event
- Ability to obtain all appropriate licenses and adhere to all associated policies, legal obligations, and regulations
- A robust and varied menu and selection