

CALL FOR EXPRESSIONS OF INTEREST



arctic development expo
northern realities • northern solutions

SHUTTLE SERVICES

The Town of Inuvik is currently seeking an organization to provide shuttle 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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SCOPE & TERMS OF REQUEST

Services Required:

The Arctic Development Expo and the Town of Inuvik are looking for a provider(s) of shuttle services for various elements of the Arctic Development Expo.

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

Payment Terms:

The Town of Inuvik will pay upon completion of services rendered and after an invoice has been received following the event.

EVENT HOURS

DATE	TIME	PICK-UP LOCATION	EVENT	CAPACITY
Monday, June 13	Upon Arrival of Canadian North Flight	Inuvik Airport	Delegate/Speaker Shuttle	40 PEOPLE
Monday, June 13	3:00 pm to 5:00 pm	Midnight Sun Complex	Inuvik Innovation Tours 4 Tours/Busses Needed @ 20 pp each	80 PEOPLE
Monday, June 13	5:00 pm to 9:00 pm	Midnight Sun Complex	Shuttle Service to Inuvik Golf Course Pick up/Drop off at 5 pm / 8 pm / 9 pm	100 PEOPLE
Thursday, June 16	9:00 am to 12:00 pm	Midnight Sun Complex	#ShopInuvik Tour & Airport Shuttle	20 PEOPLE

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:

- A competitive price
- Ability and willingness to adhere to a designated itinerary and schedule, but also able to adjust if required (late flights, etc)
- Flexibility and preparedness to collaborate with the Director of Economic Development & Tourism