

# 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 12-14, 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 Friday, April 7

### CONTACT

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# 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 13 & Wednesday, June 14)

## Proposal Timeline:

DATE	DEADLINE	DELIVERABLE	AGENT RESPONSIBLE
Friday, April 7, 2023	5:00 pm	Proposals Received	Proponent
Wednesday, April 12, 2023	5:00 pm	Selection of Proponent	Town of Inuvik (TOI)
Friday, April 14, 2023	5:00 pm	Contract Finalized	Proponent & TOI

## 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
<b>Tuesday, June 13</b>	6:00 pm – 10:00 pm	Curling Arena	Dinner & Northern Cultural Showcase
<b>Wednesday, June 14</b>	5:00 pm – 12:00 am	Curling Arena	Reception, Dinner & Gala Evening with Headline Comedians & 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