



Wasauksing First Nation

PROGRAM AREA: Finance Department (OLG)

POSITION TITLE: Catering Services – Two (2) Contracts

REPORTING PROTOCOL: Reports to Eva-Jane Stiles, GRC

SUMMARY

Seeking caterers for 8th Annual OLG Community Information Session, Saturday December 14, 2019

CONTRACT ONE: AM SNACK

AM snack to be delivered for 8:45 AM and clean-up completed by 11:45 AM. Snack to consist of fruit, veggies & dips, pastries/muffins, juice and water. Please provide quote for 300 people.

CONTACT TWO: LUNCH

Lunch to be ready to serve at 12:00 noon and clean-up to follow. Please provide a couple of choices of menu (Hot and Cold Meal) and price per plate with your bid. Please provide for 300 people.

GENERAL INFORMATION

- ❖ Caterer will be responsible for set-up of food tables and clean-up consisting of all tables.
- ❖ Caterer will be also be responsible for: serving utensils, cups, bowls, plates, cutlery, etc.
- ❖ If you are submitting for both, please submit separately.
- ❖ If awarded contract, half payment will be advanced and the other half will be paid the day of the event.
- ❖ Meeting is taking place at the Bobby Orr Community Centre, kitchen will be available for use.

Interested applicants, fax, email or mail your bids to the attention of plus any comments or questions:

Eva-Jane Stiles, Gaming Revenue Coordinator

P.O. Box 250, Parry Sound, Ontario P2A 2X4 705-746-2531 ext. 2259

Fax: 705-746-5984

Email: grc@wasauksing.ca

Applicants may also drop off their application package at the Wasauksing First Nation Administration – Reception Desk. Please ensure that your envelope is stamped with date and time by the receptionist.

BIDS MUST BE RECEIVED NOT LATER THAN November 8, 2019 @ 4:30 PM

We thank all applicants and advise that only the successful bid will be notified