



## REQUEST FOR PROPOSALS (RFP): ARCHITECTURAL DESIGN/ CONSULTANT LABRADOR WEST OFFICE RETORFIT

**RFP#: 2404-002-RFP-COO**

NunatuKavut Community Council (NCC) is inviting proposals from the private sector to design/ produce retrofit of kitchen & common area for our office location in Labrador City. The consultant will be responsible for all required labor, equipment and permits related to the completion of this project as outlined in this RFP & Scope of Work. The consultant will also work with NCC's Project Management to review and recommend supply lists required for this project.

If interested, please complete the application form contained in this RFP and submit by email to [sholwell@nunatukavut.ca](mailto:sholwell@nunatukavut.ca) **Submissions must be received by 4:30 p.m. AST on May 08, 2024.**

### GUIDELINES

- Preference may be given to consultants registered with the NunatuKavut Business Registry.
- The successful bidder will be required to participate in a project kickoff and project completion meeting.
- Work to be completed on or before May 24, 2024.

If you have any questions, or if you wish to apply, please contact Shawn Holwell at [sholwell@nunatukavut.ca](mailto:sholwell@nunatukavut.ca) or call (709) 938-7882.

### REQUIREMENTS

The following items will be required with your submission:

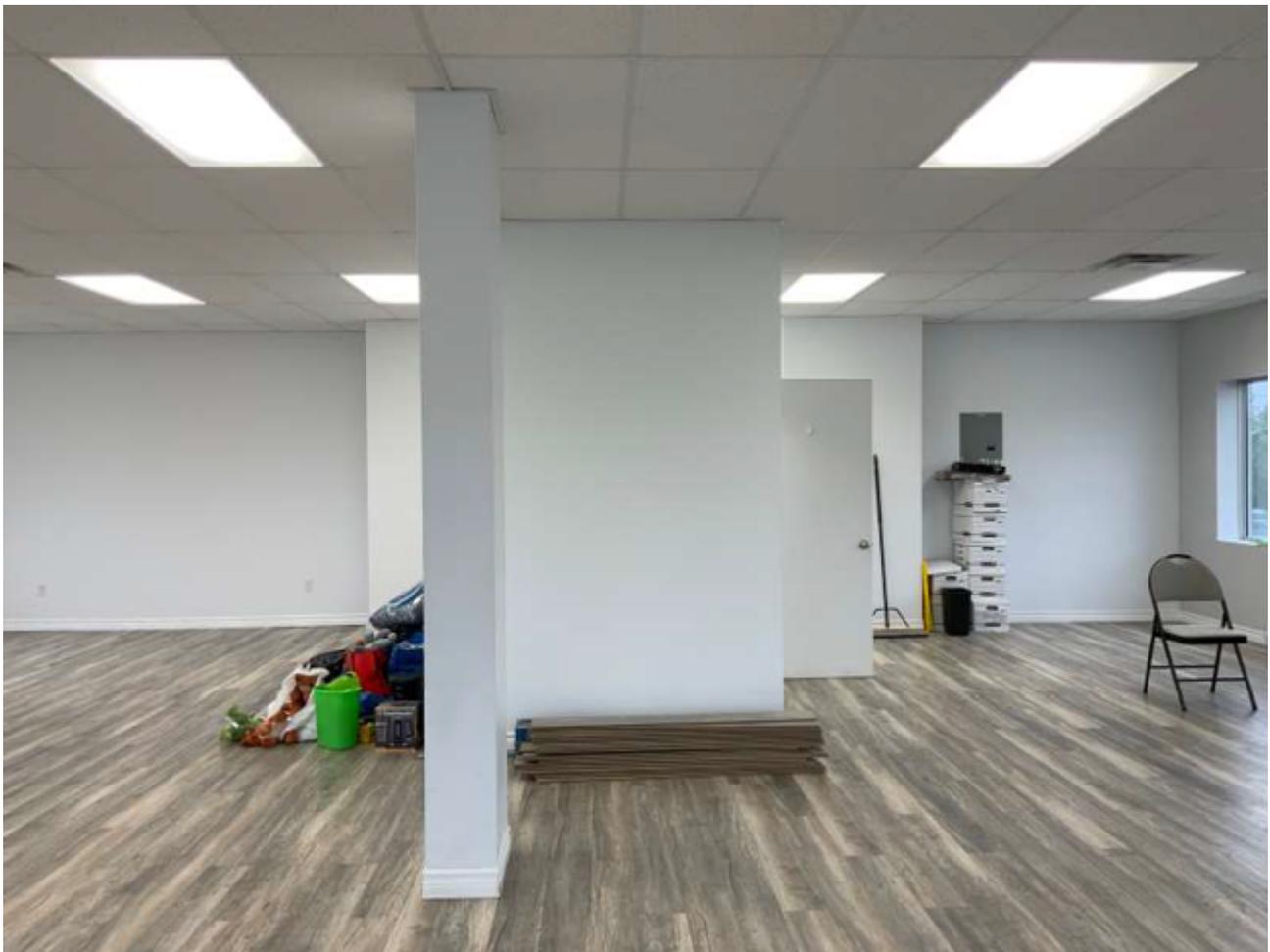
- Completed application, provided in this document.

## SCOPE OF WORK

NunatuKavut Community Council requires an Architectural Designer to design kitchen/ common area, this will include:

1. All design elements to current electrical & building codes and regulations,
2. Upgrade existing baseboard heaters,
3. Provide all necessary permitting,
4. Provide detailed materials list to complete project,
5. Existing 2-piece washroom will be changed to storage room,

Picture 01 – Service Center



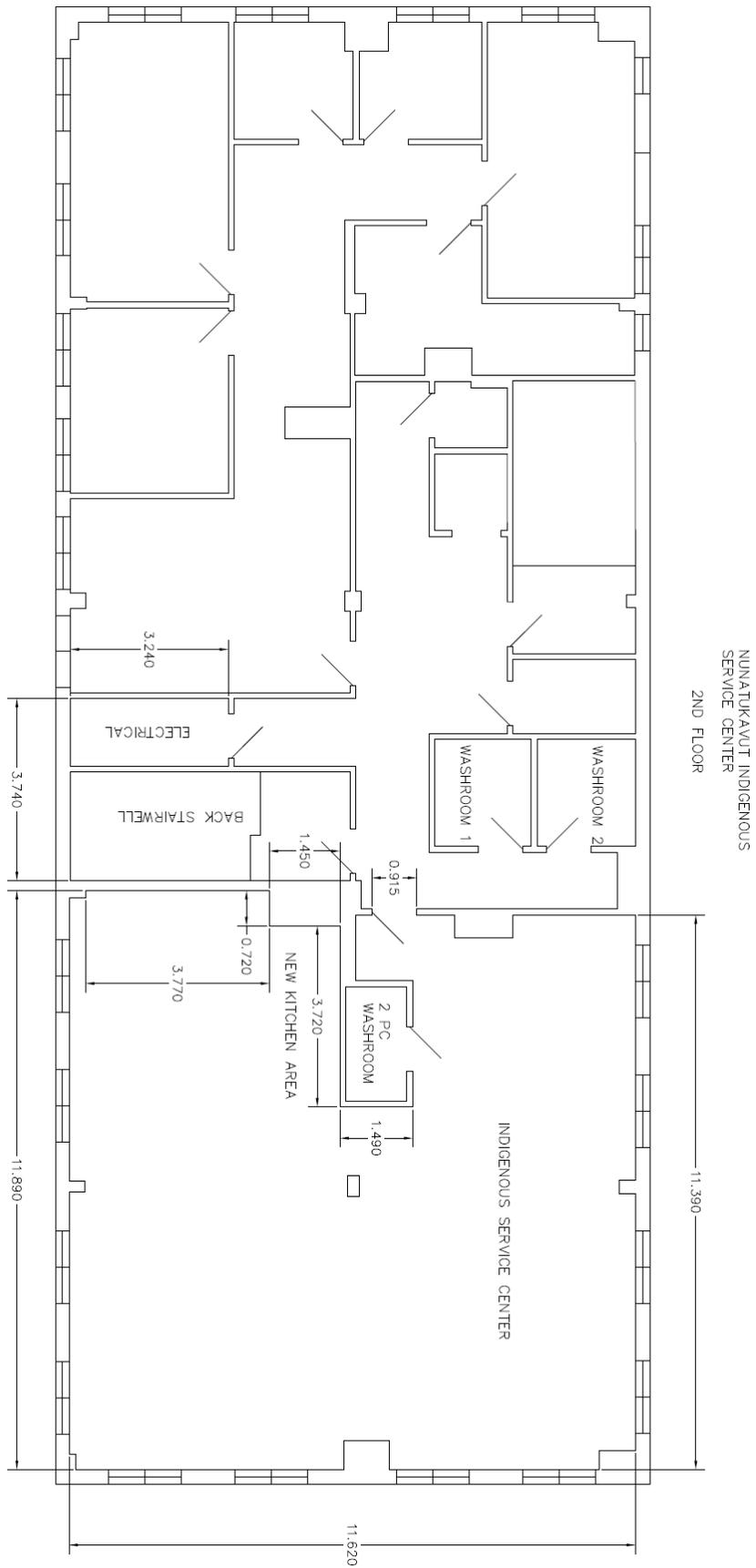
Picture 02 – Looking towards new kitchen area



Picture 03 – Existing washroom in service center space



Picture 04 – Existing floor plan



Picture 05 – Existing baseboard heaters



## APPLICATION FORM

1. Name of Enterprise:

2. Contact Person:

Email:

Telephone:

3. Registered on Nunacor's business directory? Yes  No

4. Business Number:

5. Please complete the Proposal Price Table (below).

RFP# 2402-002-RFP-COO				
ARCHITECTUAL DESIGN/ CONSULTANT				
LABRADOR CITY INDIGENOUS SERVICE CENTER				
NO	PROPOSAL ITEM DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
1	PROVIDE DESIGN & MATERIALS LIST			
<b>SUB-TOTAL</b>				
<b>HST</b>				
<b>TOTAL</b>				

