



REQUEST FOR PROPOSAL (RFP): SNOW CLEARING SERVICES IN PORT HOPE SIMPSON

RFP#: 2410-001-COO-RFP

The NunatuKavut Community Council (NCC) is requesting proposals from the private sector for snow clearing and removal services in Port Hope Simpson, Labrador. The contractor will be responsible for clearing and removing snow from the office parking lot and all building exits, and sanding as required and outlined in this RFQ & Scope of Work.

Submissions must be received by 4:30pm AST October 18th, 2024.

All submissions are to be sent to Shawn Holwell at sholwell@nunatukavut.ca

GUIDELINES

- Preference may be given to service providers registered with the NunatuKavut Business Centre.
- The service provider will be required to supply all labour, equipment and materials to complete this service.
- Service provider must provide a Certificate of Insurance upon award of contract and while submitting invoices for payment.

SCOPE OF WORK

Provide snow clearing and removal services at NCC's office in Port Hope Simpson located at 84-88 Pioneer Street. **Contract service dates will begin on November 28, 2024, and end on May 31, 2025.**

- Services must be completed before regular office hours of 8:30 am to 4:30 pm, Monday to Friday.
- Services may be required at regular office hours during significant snowfall events.
- Clear and remove snow from front, sides, and back of buildings to maintain safe employee/vehicle access.
- Remove snow from all building exits.
- Sanding of parking lots on an as-needed basis.

QUOTE FORM

1. Name of enterprise: _____
2. Contact person: _____
3. Contact phone number: (____) _____
4. Contact email address: _____
5. Registered with Nunacor's business directory? Yes No
6. Business number: _____
7. Please complete the quote price table (below).

RFP# 2410-001-COO-RFP PRICE TABLE QUOTE		
SCHEDULE OF WORK AND PRICES		
NO.	PROPOSAL ITEM DESCRIPTION	AMOUNT
1	Snow clearing services as per Scope of Work	
		HST
		TOTAL
Note: The service provider must invoice NCC six equal invoices starting in December 2024 with final invoice in May 2025.		

Notes:
