



The Columbia River Salmon Reintroduction Initiative  
c/o #101, 3535 Old Okanagan Hwy, Westbank, BC V4T 3L7

BRINGING *the* SALMON HOME

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ColumbiaRiverSalmon.ca

## REQUEST FOR CATERER BIDS Bringing the Salmon Home Salmon Warriors Gathering June 23-27, 2023

**Posted:** March 16, 2023

**Closing for bids:** April 17, 2023

**Bringing the Salmon Home: The Columbia River Salmon Reintroduction Initiative** is the Indigenous-led collaboration of the Syilx Okanagan Nation, Secwépemc Nation, Ktunaxa Nation, Canada and British Columbia focused on the reintroduction of salmon in the upper Columbia River Basin. This tri-Nation **Salmon Warriors Gathering** with young adults, elders and knowledge keepers will be held at the beautiful Raven's Nest Resort & Campground, Fairmont Hot Springs BC, June 23-27, 2023.

We are seeking full catering services for this gathering. The bid should take into consideration all proposal requirements below. This work requires people who are culturally sensitive and able to work respectfully with young people and elders. The caterer must be experienced in and able to accommodate food allergy/ food preference needs including vegetarian, vegan, gluten-free, dairy-free options. Use of locally sourced and ethically wild-harvested ingredients are encouraged where possible. All meals are to be prepared and served onsite, with some bagged lunches required. The caterer must be prepared to adapt to potential challenges of working in this off-grid camp location. Generators are not permitted. Solar-powered electricity will be supplied. Grocery stores are in Fairmont and Invermere.

### **MEALS DESCRIPTION:** *\*Numbers may vary.*

**Friday June 23 – Dinner at 6:30pm** for 35 people, including dessert and coffee/tea/water/juices.

**Saturday June 24 - Tuesday June 27, 2023** (= 4 days) for 35 people, including beverages

**Breakfast at 8:30am x4 days**

**Lunch at 12-Noon (bagged lunches may be required to be prepared in advance in morning x4 days)**

**Dinner at 5:30pm x4 days**

\*Frozen whole sockeye salmon will be provided to caterer for preparation for a Salmon Feast dinner one evening.

**Tuesday June 27, 2023 - Breakfast at 8am + bagged Lunches** for 35 people

\*A daily supply of **healthy snacks, water bottles and juice boxes** x30 people also required for 5 days.

### **THE BRINGING THE SALMON HOME INITIATIVE WILL PROVIDE:**

- Portable tent shelters
- Folding tables
- Folding chairs
- Lighting for dining area

### CATERER PROPOSAL REQUIREMENTS:

1. The contractor will provide all personnel, equipment and materials necessary including refrigeration, cooking equipment, meal preparation, delivery, separate sanitary handwashing and dishwashing/rinsing stations, set-up, take down and cleanup of the eating area in a timely manner.
2. The contractor shall provide all of the service ware: eco-friendly disposable plates, cups, (must not be Styrofoam), napkins, and utensils.
3. The contractor shall provide Ziplocs or other appropriate containers to distribute leftover food.
4. The bid proposal must be in writing and signed: include 2-3 references, a total proposal amount and price per person, proposed menu options, including food allergy or food preference alternatives (gluten-free, vegetarian, dairy-free etc.), and any other special notes.
5. A copy of your valid/current Food Safe certificate must accompany your bid proposal. Any proposal submitted without this certificate will not be accepted.
6. Provide your contact information including mailing address and phone number.

### HEALTH AND SAFETY

1. The contractor will provide personnel to prepare and serve food; refrigeration, cooking, serving equipment and plastic gloves for food serves. No barehanded contact of food; use barriers such as tongs, papers, spoons or gloves to prepare and serve food. If your buffet service requires servers, it is up to contracted cook to coordinate personnel if necessary.
2. All applicable regulations pertaining to safety, including Health Food Inspection Safety standards and regulations shall be strictly adhered to by the contractor.
  1. Store cold foods in a refrigerator/freezer until ready to serve. Be sure potentially hazardous hot foods stay hot.
  2. Keep food safe from cross-contamination with careful storage and sanitizing. Keep serving area clean and safe.

### CLEAN UP AND DISPOSAL

1. This is a Bear Aware site. The contractor shall remove all rubbish, accumulated materials and trash from the premises, leaving the cooking/serving area in a clean, acceptable condition.
2. The contractor shall ensure that the serving area is cleaned up and that no serving ware or food is left, that tables are wiped down and stored as necessary and that all surrounding garbage is put in recycling and garbage disposal bins.

### BID REQUIREMENTS EVALUATION

All bid proposals will be opened, reviewed and rated based on the following factors:

- Experience and references, including time management and organizational skills
- Proposal
- Price
- Compliance with proposal requirements and meal preparation requirements
- Consideration if bidder is: a member of the Ktunaxa, Secwépemc, or Syilx Okanagan Nation; all other parties.

### DEADLINE FOR SUBMISSIONS: Monday April 17, 2023, close of day.

Email all applications with the subject line "Caterer Bid" to [comms@columbiariversalmon.ca](mailto:comms@columbiariversalmon.ca)