

Native Village of Eyak
110 Nicholoff Way
P.O. Box 1388
Cordova, Alaska 99574-1388
P (907) 424-7738 * F (907) 424-7739
www.eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

Request for Proposal 2017 Memorial Potlatch and Sobriety Celebration catering proposal packet

Purpose:

To provide three buffet style meals for the 2017 Sobriety Celebration and Memorial Potlatch November 10-12, 2017. The location, date, time and menu set by Native Village of Eyak Sobriety Coordinator and includes local seafood and traditional meat dishes. Times listed are when dinner is to be served. See exhibit A for menu.

Deliverables:

All meal and serving preparation, cooking and serving of meals, and cleaning of facilities after each meal. Supplies, cooking implements and disposable eating items, personnel, and food are to be provided by the contractor. Other than donated seafood and traditional meats. See exhibit B for list of donated items.

Scope of work:

Dinner One approximately 120 attendees
Cordova jr./sr. high school, 7:00 PM serving time November 10th
Dinner Two approximately 400 attendees
Cordova jr./sr. high school, 6:30 PM serving time November 11th
Breakfast One approximately 120 attendees
Masonic Hall, 9 AM serving time November 12th

Requirements of Submittal:

RFP proposals must include in a typed format:

- Applicable business name, contractor name, mailing address, telephone number and email address.
- All deliverables, NVE will not accept partial proposals.
- Fixed total price
- Portfolio of past work that supports the contractor's capacity to complete the work successfully.

Deliver proposals to the Native Village of Eyak main office. Proposals may be hand delivered in a sealed envelope marked "catering 2017" or mailed to:

Native Village of Eyak Attn: Catering 2016 P.O. Box 1388 Cordova, AK 99574

Proposals must be received in the NVE main office, 110 Nicholoff Way by June 1st, 2017 5:00 PM. Proposals must be submitted in accordance with the terms in the packet. Late proposals will not be considered, NVE reserves the right to reject any and all proposals.

Exhibit A

Menu (example)

Dinner One

Meatloaf (ground moose meat)

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Mashed potatoes (fresh potatoes, no potato product or dehydrated potatoes)
Green salad
Steamed vegetables
Bread
Dessert-contractor choice

Dinner Two

Scallops with bacon
Baked halibut
Clam Chowder
Fried and baked salmon
Fried clams
Lumpia
Potato salad
Pasta salad
Green salad
Macaroni and cheese
Fried rice
Baked chicken
Garlic bread
Hot rolls
Mashed potatoes
Dessert-contractor choice

Breakfast

Coffee
Pancakes
Waffles
Eggs
Bacon
Sausage
Biscuits and gravy
Toast
Fruit
Milk
Juice

Exhibit B

Donated food items (example)
Scallops
Clams
Halibut and Salmon
Moose meat