



LEGISLATIVE BRANCH OF THE CROW NATION

2017 Inauguration Ceremony Dinner Catering Contract

REQUEST FOR PROPOSALS

Deadline: Tuesday, November 21st, 2017 at (12:00) Noon

Location: Apsaalooke Events Center (Multi-Purpose Building)

Date: December 4th, 2017

Time: Meal will be served at Noon (12:00)

Contract: Food Service- preparation, deliver, clean up

The Crow Tribal Legislature (“Legislature”) is seeking proposals for a catering contract to be awarded on **by the end of the business day on Tuesday, November 21st, 2017.** This contract is for the dinner to be provided to the Legislature and other Crow tribal officials, the Crow tribal public and invited guests of the Tribe. There must be sufficient food for approximately 600 persons. This is a full-course dinner consisting of a salad or appetizer, main course and dessert. Beverages, including coffee, must be included. All plates, utensils, and beverage containers must be top-quality. Contractor will provide the service of serving the meal, i.e. serve plates and re-fill table beverages to all attendees. Contractor will be responsible for any and all clean-up. Suggested main course items are a beef entrée, potato side, a vegetable side, and bread. Payment will be made to the contractor prior to the event, with a 20% reserve held by the Legislature and payable to the contractor on successful fulfillment of the terms of the contract.

All proposals must state specifically each of the following

1. **Whether the contractor is an Indian certified firm pursuant to the 2009 Crow Nation WPA**
2. **Whether the contractor has received “SafeServ” certification the Indian Health Service.**
3. **Whether a selection of dinner items are available (e.g. menu options) or whether a specific dinner is being proposed.**
4. **What type of method the contractor will utilize to ensure that all food is kept and served at the appropriate temperatures.**

Please submit proposals via hand delivery to the Branch or email to: schandler@ctlb.org on or before

November 21, 2017 at Noon (12:00 p.m.)

Contract will be awarded by 4:30 p.m. on **November 21st, 2017**

WPA NOTICE: Competition in the award of this contract shall be limited to firms that have been verified and designated as Indian-certified firms by the Crow Tribal Employment Rights Office, as required by the Crow Nation WPA. If no Indian-certified firms submit a proposal, the Legislature reserves the right to select the most qualified and favorable proposal. As required by the WPA, the contractor shall as a condition of doing business on the Crow Reservation, grant their consent to the Legislature to deduct the amount of the 1.5% TERO fee from the total amount due to the contractor under the contract and to pay the amount directly to the TERO prior to the commencement of work under the contract.