



ADAMS LAKE INDIAN BAND
PO Box 588
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EXPRESSION OF INTEREST: Catering Services, cook required

Event Details: Date: Tues. March 15, 2022

Location: Adams Lake Recreation & Conference Centre

Event: ALIB Communication Dept Open House

Event start time: Dinner served at 5:00 pm promptly

Event presentation from 6:00 pm to 8:00 pm.

Estimated number of guests: 125

The Cater bid include:

- Provide, prepare, and serve meal for estimate 125 people.
- Provide meal menu for the event and the costs for both labour and food, including provision of beverage (coffee, tea, water/juice) to be served before the start of the event. Including cream, sugar etc.
- Provide appropriate plates, cups, utensils and have containers for leftover food for guests to take home.
- Must have own cooking utensils/ware.
- Own transportation of food to site in a safe & healthy manner.
- Responsible for clean-up of area used including dishes, utensils, pots/pans, serving trays/bowls that the food was delivered into the site or make arrangement to remove.
- Certification – minimum requirement Food safe; and/or Chef training or certification.
- Knowledge of Canada Food Guide.
- Successful bid will be required to sign Service Agreement with ALIB.

Adams Lake Indian Band:

- Cancellation policy: 48 full hours is required to cancel contract.
- ALIB will cancel for reasons such as: Funeral, Acts of God.
- ALIB will provide kitchen access as required for preparing food.
- ALIB will provide access to cooking equipment: pots, serving spoons, etc.
- ALIB will pay the agreed upon fee for service amount (advance payment for food purchase and balance owing on the next available cheque date after the event).
- ALIB will provide WCB coverage for the worker under ALIB's WCB number.

Deadline: Tuesday, March 8, 2022, by 2:00 pm (no exceptions)

Attention: Karen Everard, Manager
Communication Dept
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