



Request for Proposal (RFP)

Beaded Graduation Caps

CONTEXT

The Department of Higher Learning at the Cree School Board is seeking an experienced craftsperson to bead 20 graduation caps for the Iyeskuwiiu program (pattern already developed), and 16 caps for the Springboard to Nursing program.

MANDATE:

- Using an existing pattern, complete 20 caps for Iyeskuwiiu for May 1, 2024.
- Collaborate with the Higher Learning team to develop a pattern and complete the 16 caps for the Springboard to Nursing for May 1.

SPECIFICATIONS

- Professional craftsperson preferred
- List of projects completed over the last 5 years with pictures if possible, or include relevant pictures
- Two references with contact information

Please submit proposals to the Director, Higher Learning, Darlene Cheechoo, at: Darlene.cheechoo@cscree.qc.ca, no later than November 12, 2024, at 5:00 pm, and put in copy to the following: MaryJane.Moar@cscree.qc.ca

Questions can be submitted by email to Darlene Cheechoo, darlene.cheechoo@cscree.qc.ca in cc to Administrative Officer, Maryjane.Moar@cscree.qc.ca. A copy of the questions and answers will be provided to all who received a copy of the RFP and those who applied.

Proposals received according to the submission deadline will be rated on:

- Experience
- References

SELECTION

The selected proposal will be confirmed by email by November 13, 2024.

The Cree School Board is not obligated to accept either the lowest, nor any of the received proposals. It reserves the right to grant the contract altogether or partially, if it considers it relevant.

The selected supplier will be required to sign a service agreement provided by the CSB.