

Request for Quote: Essential Building Supplies Project

Issued by:

Inuvialuit Regional Corporation (IRC)

107 Mackenzie Road

Inuvik, NWT X0E 0T0

Deadline for Submissions: May 30, 2025

Background

Inuvialuit Regional Corporation (IRC) was established in 1984 to manage the settlement outlined in the Inuvialuit Final Agreement (IFA) and to represent the collective interests of the Inuvialuit. IRC's mandate is to continually improve the economic, social and cultural wellbeing of the Inuvialuit through the implementation of the IFA and by all other available means. Today, IRC is made up of 53 organizations with over 400 employees.

The IRC Home Repair Program aims to support a wide range of home improvement needs, such as accessibility modifications, safety enhancements and general maintenance, to promote overall wellbeing and quality of life for the community.

Project Overview

The Essential Building Supplies Project aims to procure essential building materials and supplies to support housing repairs and emergency planning in Paulatuk, Sachs Harbour and Ulukhaktok. The work includes sourcing, pricing and delivering a variety of commodities, including treated lumber, plywood, screws, nails, joist hangers, windows, doors and other building materials. The chosen supplier will ensure that all materials meet specified requirements and are delivered on time.

Scope of Work

- Source and price materials listed in [Schedule A](#).
- Follow specifications listed in [Schedule B](#).
- Gather and deliver all materials to a location in the Edmonton area.
- Confirm that all commodities meet required specifications.

Supplier Qualifications

Suppliers must:

- Be licensed and certified.
- Have experience with resupply orders and sealift or barge shipping deadlines.
- Show a track record of completing similar work on time.

- Provide references from previous clients.
- Comply with all applicable laws, regulations and ordinances
- Maintain all necessary licenses, permissions, authorizations, consents and permits throughout the project.

Project Milestones

The project is expected to be completed within the following timeline:

- **RFQ Issuance:** May 21, 2025
- **Quote Submission Deadline:** May 30, 2025
- **Contract Award:** June 4, 2025

Submission Requirements

- **Format:** Quotes must be submitted using [the spreadsheet in Schedule A](#):
 - item description
 - quantity
 - unit price
 - total price
 - delivery terms (F.O.B. Edmonton)
 - additional costs (excluding GST)
- **Deadline:** Quotes must be submitted by the deadline date outlined in Project Milestones.
- **How to submit:** Send quotes by email to procurement@inuvialuit.com.
- **Contact information:** Include the name, phone number and email address of the person responsible for the quote.
- **Supporting documents:** Attach any required documents, such as proof of insurance, certifications, references and any other required documentation.

Schedule A: Commodities List

The commodities required for the essential building supplies project are provided in the [linked spreadsheet \(click to open link\)](#). This includes materials such as treated lumber, plywood, screws, nails, joist hangers, windows, doors and other building materials.

Specific quantities and detailed descriptions are provided for each item. Refer to Schedule A for full specifications.

Evaluation

Proposals will be evaluated based on the following criteria:

- Experience and qualifications of the contractor.
- Completeness and feasibility of the proposed project plan.
- Cost-effectiveness of the proposal.
- References and past performance.
- Compliance with safety and regulatory requirements.

Confidentiality

All information provided in this RFQ, and any subsequent communications must be treated as confidential and proprietary to IRC. Proponents must not disclose any information related to this RFQ without prior written consent.

Contact information

For inquiries and submissions, please contact: procurement@inuvialuit.com

Subject Line: Essential Building Supplies Project

During the bidding period and through to when the contract is awarded, the organization/individual shall not contact any employee of IRC, or any of its affiliates, for additional information, except in writing with copy to procurement@inuvialuit.com.

NOTE

This RFQ is not a call for tenders or a request for binding offers and no contractual or other legal obligations shall arise between IRC and any proponent as a result of the issuance of this RFQ or the submission of any proposal in response to this RFQ, until and unless IRC and a proponent enter into a contract for the work sought by IRC under this RFQ. For clarity and without limiting the foregoing, this RFQ does not commit IRC in

any way to treat proponents in any particular manner, to select a proponent, to proceed to negotiations with any proponent or to enter into any contract and IRC may reject any or all proposals, re-issue a new RFQ or end this RFQ process at any time, at its sole discretion.