

BRITISH COLUMBIA ASSEMBLY OF FIRST NATIONS



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NOTICE OF REQUEST FOR PROPOSALS FOR BCAFN CLIMATE CHANGE PORTFOLIO GRAPHIC

TO:	All BC Chiefs, Delegates, Partners and Artisans	DATE:	April 6, 2021
FROM:	Vanessa West, Chief of Staff	PAGES:	2
RE:	Request for Proposals – BCAFN Climate Change Portfolio Graphic		

Organizational Background

The British Columbia Assembly of First Nations (BCAFN) is a Provincial Territorial Organization (PTO) representing the 203 First Nations in British Columbia. BCAFN representation is inclusive and extends to First Nations currently engaged in the treaty process and those which are not, those who have signed modern treaties, and those who fall under historic treaty agreements which include the Douglas Treaties and Treaty 8.

Objective

A BC First Nation artisan will develop a graphic for the BC Assembly of First Nation (BCAFN) Climate Change Portfolio to be used for BCAFN climate change communications. The goal of the project is to provide the climate change portfolio with a symbolic cultural piece that creates awareness of climate change and the climate emergency and promotes pride in First Nations culture in BC.

Deliverables

The successful candidate will have a working knowledge of BC First Nations and a strong understanding of BC First Nations artistry, history, successes, and climate change challenges. This knowledge may be based in a specific First Nation or Nations. They will have an understanding of working through major creative projects and have knowledge of the BCAFN. They will possess skills in their art form and have exceptional experience in this regard. The final product will belong to the BCAFN.

At the end of the contract, BCAFN will be provided with:

1. A graphic that will be of a resolution for commercial reproduction.

Proposals should be prepared with the following in mind:

- An outline of anticipated end product.
- Include experience working with other BC First Nations or First Nations organizations.

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- Awards and honors for working on similar projects and examples of completed projects.
- 3-5 samples of similar artwork from artist's portfolio
- Knowledge of the BC Assembly of First Nations.
- Total costs to produce.
- Professional references.

Timeline

Timeline will be determined in conversation with the BCAFN Regional Climate Change Coordinator. This project is anticipated for completion prior to May 31st, 2021.

Miscellaneous

Rights of the BCAFN

The BCAFN reserves the right to:

1. Reject any or all proposals received in response to this Request for Proposals;
2. Enter into negotiation with one or more Bidders on any or all aspects of their respective proposals;
3. Contacting and requesting information related to the Bidder's qualifications from any of the references provided by the Bidder;
4. Accept any proposal in whole, or in part;
5. Cancel and/or re-issue the modified version of a given RFP requirement, including the right to request a confirmation of the Bidder's legal status and signed documentation; and
6. Award contracts without competition for follow-up work, if any, to the selected Bidder for a given project requirement.

Price

Bidders must provide a firm fixed price, including GST if applicable.

Confidentiality

Submissions will be considered confidential information by the BCAFN and will be used solely for the purpose of selecting the successful Bidder.

Contact Information

All proposals will be acknowledged. Your proposal submission must be received by 4:00 p.m. on Friday April 23rd, 2021. Submissions and questions may be sent by email to:

Patricia Rojas Caro, Regional Climate Change Coordinator
BC Assembly of First Nations
Email: patricia.rojas@bcfn.ca
Phone: 1-250-859-1511

