



Anishinabek Family Care

## Request for Proposal

October 24<sup>th</sup>, 2023

### **Purpose:**

This request for proposal is for consultant services to complete a Management Competency Training program for Dilico Anishinabek Family Care. The purpose of the Framework is to develop competencies, and competency indicators to guide managers in carrying out their responsibilities.

### **Background:**

Dilico Anishinabek Family Care requires the Dilico Manager Competency Training program to impart the organization's vision, mission statement, and core values in each manager to ensure staff have strong, effective, and culturally knowledgeable leadership. Training results, in managers' ability to predict how new opportunities, events, or situations will affect individuals and groups within the organization and to be comfortable and versatile in different political, social, and business contexts.

### **Project Schedule:**

Start date: November 13<sup>th</sup>, 2023

Completion: March 31<sup>st</sup>, 2024

\*\* Project updates to be provided bi-weekly on progress to the Director of Health.

### **Consultant Information required:**

1. Provide the following information:
  - a. Name of firm
  - b. Complete address
  - c. Contact person

#### **Main Office**

200 Anemki Place, Fort William First Nation, ON P7J 1L6 | Phone: (807) 623-8511 | Toll-Free: 1-855-623-8511 | Fax: (807) 626.7999 | [www.dilico.com](http://www.dilico.com)

- d. Telephone number
  - e. Fax number
  - f. Internet address
  - g. E-mail address
2. Provide a general statement of qualifications that responds to the project background information given above.
  3. Personnel
    - a. Provide an organizational chart, including resumes of all personnel who would be committed to this project.
    - b. List your three best projects and the project personnel, including consultants, for those projects.
  4. Legal Concerns
    - a. Explain your General Liability Insurance coverage.
    - b. Explain your Professional Liability Insurance coverage.
  5. Fees
    - a. Provide information on your preliminary fee structure based on the scope indicated above, including anticipated reimbursable costs.
    - b. Submit a schedule of hourly rates by employee classification, including terms and rates of overtime for additional work if requested.

Submit bids and expressions of interest via email to Ashton Huffman, Executive Assistant at [ashtonhuffman@dilico.com](mailto:ashtonhuffman@dilico.com) for any questions regarding the project please contact Natalie Paavola, Director of Health at [nataliepaavola@dilico.com](mailto:nataliepaavola@dilico.com).

Miigwetch for the interest, please be aware that only those bids being considered will be contacted.