

Native Village of Eyak
PO Box 1388
705 Second Street (temporary)
110 Nicholoff Way (permanent)
Cordova, AK 99574
eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

**Native Village of Eyak
2026 Cordova/Yakutat Talking Circle
Catering Services**

REQUEST FOR PROPOSALS

Solicitation

The Native Village of Eyak (“NVE”) is soliciting proposals and rate information to provide Catering services for upcoming Talking Circle in collaboration with National Parks Service (NPS) Wrangell St. Elias Landscape Project.

Submittals

Bids may be submitted in person, by mail, or by email. Bids must be received by the NVE office on or before the deadline and must contain name, contact information, and amount of bid.

Deadline: Proposals must be received by: **5:00pm AST on Friday, October 16, 2026**

Mark submittals as follows: 2026 NPS Talking Circle

Bids may be submitted in person, by mail, or by email:

In person: Native Village of Eyak
ATTN: Danaya Hoover
110 Nicholoff Way
Cordova, AK 99574

By email: danaya.hoover@eyak-nsn.gov

Project Summary:

The Native Village of Eyak (NVE), a federally recognized Indian Tribe, requests proposals for catering services for two days. Dinner-Thursday, November 5th for approximately 50 guests. Breakfast and lunch on Friday, November 6th for approximately 35 guests each meal. Buffet Style. Traditional foods such as salmon or moose preferred but not required.

Caterer will have access to the Cordova Center kitchen and appliances to prep and cook meals for the guests.

Proposal & Rate:

The proposal shall include a suggested menu listing all food and beverage items, along with the primary ingredients for each menu item. Vendors must provide a detailed pricing proposal that includes the total cost of services, any applicable per-person rates, and all additional fees or charges. Proposals shall also include a shopping list with estimated food items and quantities, meal preparation, cooking, and kitchen cleanup after each meal.

Type of Agreement:

Interested Proposers are expected to advise NVE in the proposal if any of the terms or conditions of the agreement are objectionable. If any provisions are objectionable, the Proposer must provide alternative terms and conditions which are acceptable. NVE reserves the right to reject any proposal that fails to indicate that the Proposer is willing to execute NVE’s standard form of agreement or fails to propose terms and conditions for the agreement that are acceptable to NVE.

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Selection Process:

Proposals will be reviewed by the designated NVE Staff established for this project.

Evaluation of proposals:

NVE will evaluate proposals based on rates plus the following criteria:

- Prior experience

- Qualifications of staff to be assigned

- Firm experience with similar work

- References

- Preference shall be applied for qualified Indian or Native Alaskan owned organizations.

Other Information:

The issuance of this RFP, the submission of a response by any firm, and the acceptance of such response do not obligate NVE in any manner. NVE is not liable for any costs incurred by Proposers prior to the issuance and execution of a contract to the firm selected as a result of the RFP selection process. All proposal preparation and other costs in responding to this RFP shall be the sole responsibility of the Proposers.

NVE may require, seek, and utilize all information it deems appropriate to assess the qualifications of individual Proposers. Unless otherwise clearly specified by Proposer, information in proposals submitted in response to this RFP shall be considered public information and may, at NVE's discretion, be released to the public at the conclusion of the evaluation, selection and contract award process, with the exception of the rate information submitted in response to the pricing criteria. Any other information related to pricing or capacity that Proposers consider confidential and/or proprietary and wish to remain unavailable for public disclosure should be clearly identified.

NVE reserves the right to waive any formalities in the selection process and to select as deemed in its own best interest. NVE reserves the right to reject any and all proposals.

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