



**Tsawwassen First Nation**

**REQUEST FOR QUOTATIONS  
RFQ No. C&E2026-01**

**WEBSITE REDESIGN**

Quotations will be received on or before 14:00 Hrs (PST) on

**Friday, May 15, 2026**

**INSTRUCTIONS FOR QUOTATION SUBMISSION**

Quotation submissions are to be consolidated into one PDF file and emailed to  
crobinson@tsawwassenfirstnation.com

**QUOTATION SUBMISSION FORM**

Complete and return this Quotation Submission Form

**Submitted by:** \_\_\_\_\_  
(company name)

Proponents are to provide as much information as possible when replying to each point throughout the Quotation Submission Form. Further to Section 5(e) of the RFQ, Proponents are welcome to include additional pages to their Quotation as needed.

Proponents **MUST** identify any specific requirements with which they are unwilling or unable to comply.



### 1. **CORPORATE PROFILE**

Proponent is to state how many years they have been in business and organizational history (e.g. mission, vision, corporate directions, years in business, etc.)

### 2. **EXPERIENCE, CAPABILITIES AND CAPACITY**

Proponent is to provide a narrative as to their experience and capabilities in delivering services similar to those requested in this RFQ:

Proponent is to provide a narrative as to their capacity to take on the Contract with respect to manpower and other contracts that may affect their ability in delivering the Services:

### 3. **KEY PERSONNEL & QUALIFICATIONS**

The following are the Proponent's senior staff proposed for this project.

Item	Name	Position	Years with company/ Years total experience	Qualifications
1.				
2.				
3.				
4.				

### 4. **TFN PROCUREMENT POLICY SECTION 10 CRITERIA**

Proponent should indicate which (if any) criteria described in Section 10 of the TFN Procurement Policy they satisfy and provide such supporting information as will allow for verification under Section 10.2.

### 5. **PRICE**

Please attach a budget and cost breakdown.



**6. REQUESTED DEPARTURES – CONTRACT**

The Proponent has reviewed the TFN Services Agreement and TFN Procurement policy. I/We would be prepared to enter into that contract, amended by the following departures (list, if any):

**7. NON-COMPLIANCE**

Fully describe any deviations to TFN's specifications and requirements outlined in this RFQ that the Proponent is unable to comply with.

**8. CONFLICT OF INTEREST DECLARATION**

Proponents shall disclose any actual or potential conflicts of interest and existing business relationships it may have with TFN, their elected or appointed officials or employees:

**9. EXPERIENCE AND REFERENCES**

Proponents shall be competent and capable of performing the services requested. Please provide examples of service contracts of similar size, scope, and complexity that your firm has successfully delivered.

<b>Year Started</b>	
<b>Year Completed</b>	
<b>Description of Contract</b>	
<b>Company</b>	
<b>Contact Person</b>	
<b>Telephone and Email</b>	
<b>Contract Value</b>	



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TSAWWASSEN FIRST NATION

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<b>Contact Person</b>	
<b>Telephone and Email</b>	
<b>Contract Value</b>	

#### 10. ADDENDA

We acknowledge receipt of the following Addenda related to this Request for Quotations and have incorporated the information received in preparing this Quotation:

<b>Addendum No.</b>	<b>Date Issued</b>

## 11. AUTHORIZATION

We hereby submit our Quotation for the services as specified and undertake to carry out the work in accordance with all applicable laws.

We agree to the rules of participation outlined in this RFQ and should our Quotation be selected, we will accept TFN's form of Services Agreement.

The signature is an authorized person of the organization and declares the statements made in this submission are true and accurate.

For the purpose of this RFQ submission, electronic signatures will be accepted.

<b>Proponent Name:</b>	
<b>Address:</b>	
<b>Phone:</b>	
<b>GST Registration No.:</b>	
<b>Project Contact:</b> Name and Title of Individual <i>for communication related to this RFQ</i> (please print)	
<b>Contact Email:</b>	
<b>Name &amp; Title of Authorized Signatory:</b> (please print)	
	<b>Signature:</b>
<b>Date:</b>	