



Village of Carmacks
P.O. Box 113
Carmacks, YT Y0B 1C0

Tender Invitation: Practical Grader Equipment Training for Three Village of Carmacks Staff Members

Introduction

The Village of Carmacks invites qualified service providers to deliver hands-on, practical training for three members of our staff on the safe and effective operation of our grader equipment. This training will focus exclusively on the practical aspects to ensure staff are confident and proficient in grader operations.

Scope of Work

The selected service provider will be required to:

1. Provide Practical Training: Deliver comprehensive, hands-on training tailored to the operational requirements of the grader model owned by the Village of Carmacks.
 2. Focus on Safety: Emphasize safety protocols, pre-operation inspections, maintenance practices, and proper handling techniques.
 3. Certify Participants: Issue certificates of completion to the three staff members upon successful training.
 4. Training Duration: Conduct the training within [Insert Training Duration], scheduled at mutually agreed-upon dates.
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Trainer Qualifications

The service provider must:

1. Have certified expertise in heavy equipment operations, particularly graders.
2. Possess a proven track record in delivering practical grader training.
3. Be familiar with safety standards and operational best practices.

Telephone: (867) 863-6271
Email: info@carmacks.ca



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Proposal Requirements

Interested providers are requested to include the following in their proposal:

1. **Training Plan:** A detailed outline of the training structure, including topics covered and duration.
 2. **Trainer Credentials:** Proof of qualifications and experience of the trainer(s).
 3. **Cost Breakdown:** Total costs for training, including trainer fees, travel expenses, and any additional charges.
 4. **References:** Contact information for previous clients who have received similar training services.
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Key Dates

- **Tender Release Date:** December 4th, 2024
 - **Proposal Submission Deadline:** December 11th, 2024, at 2:00 pm.
 - **Training Delivery:** To be scheduled after contract award.
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Submission Instructions

Proposals can be emailed to cao@carmacks.ca or drop in-person at Village Office with the subject line “Grader Equipment Training Tender.”

Evaluation Criteria

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Proposals will be evaluated on:

1. Training plan quality and relevance.
2. Trainer qualifications and experience.
3. Cost-effectiveness of the proposal.
4. References from similar projects.

Note: The Village of Carmacks reserves the right to accept or reject any or all proposals and to waive irregularities in the tendering process.

For Inquiries:

For questions or further information, please contact:
cao@carmacks.ca

We look forward to receiving your proposal.

Sincerely,

Village of Carmacks