

Request for Proposal

Camp Host for Guided Elk Hunts

The Shoshone-Paiute Tribes of the Duck Valley Reservation are inviting Tribal Members to submit a Letter of Interest/Statement of Qualifications to provide Camp Host Services on a contractual basis.

Term:

One Year Contract 2022, for Two Months August 30 to October 16th.

Scope of Work:

Networks with Elk Guide clients and prospective hunters to promote the guided elk hunting program and to promptly address all questions and concerns. Communicate with hunters on Specific diets/meals to be prepared for each hunt, must sign in (first day) and out (last day) with hunter at the Fish, Wildlife, & Parks Department. Be willing to help guide pack carcass back to vehicle, skin, cape, and process carcass as necessary.

Utilizing personal vehicle and fuel, for transportation on areas of the Duck Valley Reservation. Maintain insurance on vehicles used for transportation.

Sign a “Waiver of Liability, and Covid-19” form and returned to Fish, Wildlife and Parks Department prior to start of hunt.

Ensure every effort is made to maintain a clean respectable camp during, and after guided elk hunts, and provide meals specific to hunters needs/ wants.

Contractor will submit a monthly invoice at the end of each month, accompanied with the monthly report; to include all clientele information, service provided and amount of charge.

Minimum Qualifications:

All required documents must be attached to your application

- Be able to cook breakfast, lunch, & dinner specific to hunter’s diet
- Must know how to cut wood, make a fire, maintain clean camp area
- Must have own vehicle (4x4) for transportation to camping Area
- Must have a valid state (Idaho or Nevada) driver’s license (Attach photocopy of driver’s license)
- Must have vehicle full coverage insurance (Attach photocopy of insurance)
- Must pass urinalysis test
- Must provide own fuel for vehicle
- Have a current CPR card, or willing to obtain before first Elk hunt
- Must have current food handler’s card
- Must be familiar with backcountry road of the reservation and reservation boundaries
- Set up and take down camp

Letter of Interest/Statement of Qualifications:

The Statement of Qualifications shall provide the following information in order to be considered responsive.

Letter of Interest/Statement of Qualification: Submit a Letter of Interest/Statement of Qualification; this should summarize your interest, relevant qualifications and experience per scope of work. The signature on this letter shall be interpreted to signify the intent to comply with all the terms, conditions and specifications as set forth in this solicitation, unless otherwise specifically noted.

Compensation:

The Tribes propose to compensate Contractor at the rate of:

Camp Host \$150 per day (3 Days Guaranteed) per hunt

Selection:

The best-qualified respondent shall be based upon the Tribes ability to differentiate qualifications applicable to the scope and nature of the services to be performed. The determination shall be based only on the selection criteria contained within this RFP. The Shoshone-Paiute Tribes reserves the right to reject any and/or all responses to this request. It is the Tribes intent to consider any Tribal Members who provide criteria to be the most highly qualified to provide the requested services.

Submission Due Date and Delivery Instructions:

Please submit letter of interest/statement of qualifications to: **Tribal Secretary, Shoshone-Paiute Tribes, P.O. Box 219, Owyhee, NV 89832, no later than 5:00 p.m., Thursday, August 25, 2022.** Late submissions are non-responsive and will neither be accepted nor considered. If there are any questions, please call Fish, Wildlife, & Parks Dept., 208-759-3246.