



Request for Proposals – Phil Sharkey Memorial Centre Canteen

INTRODUCTION

The District of Tobique Valley is seeking qualified and experienced vendor to operate the on-site canteen located at the Phil Sharkey Memorial Centre, 159 Main Street, Plaster Rock during the ice season. The lease would be for the months of October – March.

Site inspections can be arranged upon request.

FACILITIES & EQUIPMENT PROVIDED

- Use of all existing equipment within the canteen
- Utilities included
- Storage
- Facility License
- Janitorial items

VENDOR RESPONSIBILITIES

- Additional small wares or specialized equipment
- Cleaning and maintenance of the canteen space
- Quality food and customer service
- Service during all games, tournaments during the ice season.
- Monthly rental payments
- Liability insurance of \$2 million
- Thorough clean at end of contract
- Food Handlers Certification

TERM OF AGREEMENT

The initial term of agreement will be 1 ice season between October 14, 2025 – March 15, 2026, with an option to renew for an additional year based on performance and mutual agreement. First and last months rent will be required on awarded contract.

SUBMISSION INSTRUCTIONS

Proposals must be submitted via email, or mail by 3 p.m. September 26th, 2025. Late submissions will not be considered.

Please include:

- Outline of previous food service experience
- Letter stating that proper insurance will be purchased if the bid is accepted

All proposals should be sent to:

- Email: adminofficer@tobiquevalley.ca
- Mailing Address:
 - District of Tobique Valley
159 Main Street
Plaster Rock, NB
E7G 2H2
- Fax: 506-356-6081

EVALUATION

The District of Tobique Valley reserves the right to reject any or all proposals. The lowest proposal will not necessarily be accepted.

FURTHER INFORMATION

To view the facility please contact Amanda Jenkins McAskill at 506-356-6073.