



ᐱᐱᐱᐱᐱᐱ
ᐱᐱᐱᐱᐱᐱᐱᐱᐱᐱᐱᐱ
PAUKTUUTIT
INUIT WOMEN OF CANADA

Request for Proposals

United National Declaration on the Rights of Indigenous Peoples
Infographic Design & Translation

Issuing Office:

Pauktuutit Inuit Women of Canada
510 – 1 Nicholas St.
Ottawa, ON K1N 7B7
T: 613-238-3977
F: 613-238-1787
www.pauktuutit.ca

Deadline for submissions: Feb 16, 2024

Table of Contents

Statement of Work 3
 Title 3
 Introduction 3
 Background 3
 Goals of the Project 4
Scope 6
Timeline 6
Pauktuutit’s Roles and Responsibilities 7
Confidentiality, Privacy and Copyright 7
Proposal Instructions 7
 Budget 8
Rights of the Organization 8
Contact Information 8

Statement of Work

Title

United National Declaration on the Rights of Indigenous Peoples

Introduction

Pauktuutit Inuit Women of Canada is seeking the assistance of graphic design team with the ability to offer translation in Inuktitut and printing services. The focus of this project is the production of accessible and engaging content on the application of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the United Nations Declaration Act (UNDA).

Working with Pauktuutit, the graphic designers will be provided with content for two simple, two page infographics on UNDRIP. The graphic design team will be asked to create an engaging visual layout for the infographics, and to provide translation services into Inuktitut. The completed infographics will be printed and digital copies of the final product will be made available online on the Pauktuutit website.

Background

The Justice Department of Canada has generously supported Pauktuutit Intuit Women of Canada in the development of knowledge around the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). This partnership has produced numerous discussions and insights. However, these rich discussions have been primarily contained between Pauktuutit and government partners.

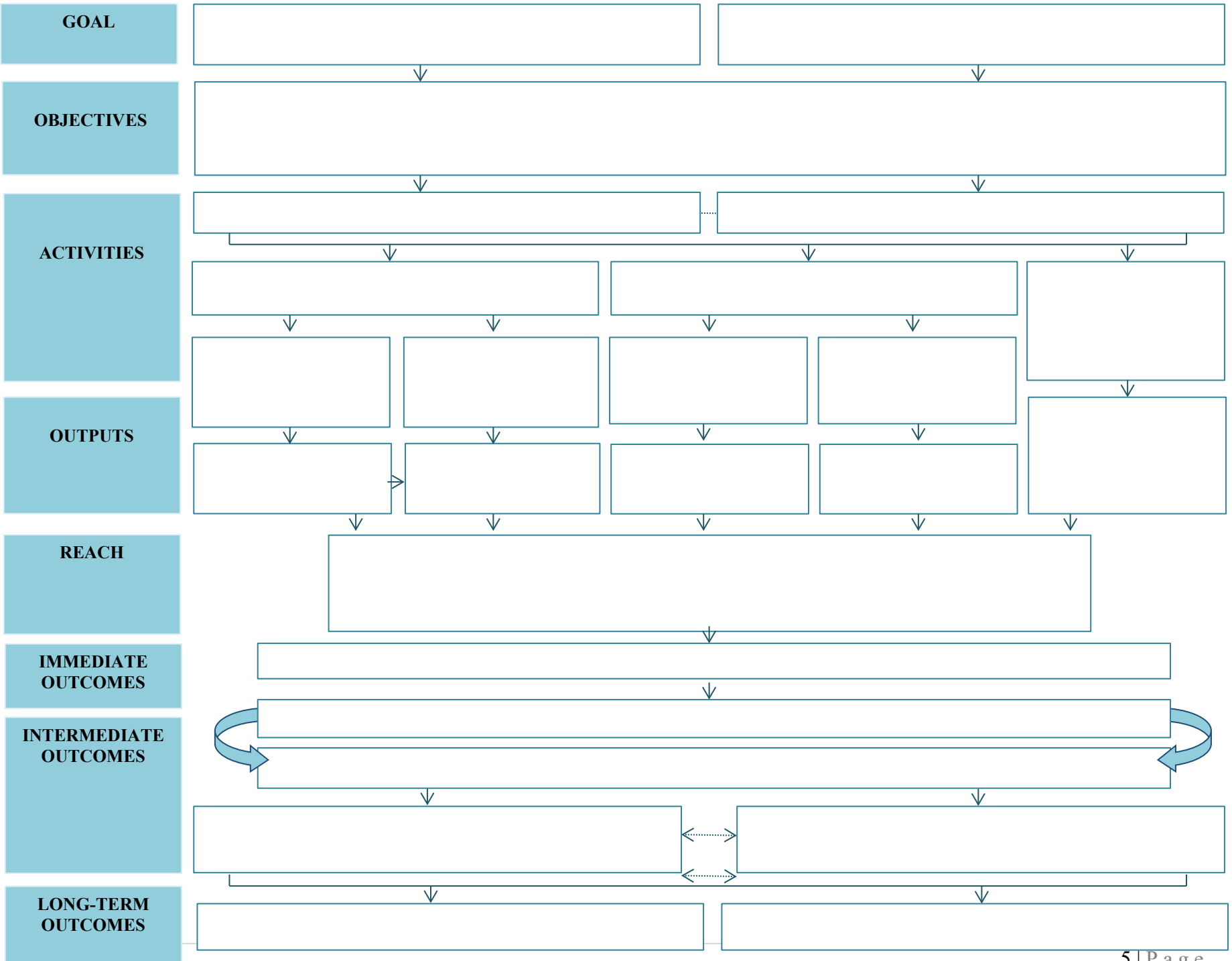
The question of what UNDRIP and the enacting legislation UNDA, means for Inuit women and gender-diverse Inuit has not been widely discussed within communities. Though Pauktuutit and partner organizations such as Inuit Tapiriit Kanatami (ITK) have produced policy position papers, these are not necessarily intended for or fully accessible to Inuit women across Inuit Nunangat.

Goals of the Project

In order to help open discussion of UNDRIP and increase awareness of the UNDA legislation across Inuit Nunangat, Pauktuutit is proposing to disseminate a legal analysis for Inuit women. The legal analysis will be undertaken by a contracted lawyer or legal studies academic with expertise in the history, application, and complexities of UNDRIP, and will focus on the implications of this legislation for Inuit women and gender-diverse Inuit.

The legal analysis that is produced will then be housed with Pauktuutit and will support Pauktuutit's engagement on UNDRIP and UNDA. This document will also be made publicly available to support ongoing discussions and awareness about UNDRIP, UNDA, and Inuit women and gender-divers Inuit rights.

The legal analysis will also serve as the foundation for the production of awareness and educational materials to be disseminated across Inuit Nunangat. This will include the production of infographics, accessible interpretations of the legislation, and where possible, copies of UNDRIP. These resources will be disseminated through partner organizations as well as the Pauktuutit Iqaluit office and website.



Scope

The specific project scope, deliverables, and timeline are flexible and can be negotiated with the Violence Abuse and Prevention and Justice Policy team who is overseeing the portfolio. We are aiming to create content for 2 simple, 2 page infographics to support UNDRIP outreach within Inuit communities.

Specifications

Please note that the overall page estimate for the infographics is 8 (2 two-page English, 2 two-page Inuktitut).

Timeline

Completion of the project will be end of April 2024. Submission of materials beyond this date will be allowed, however not past the end of June 2024.

Pauktuutit's Roles and Responsibilities

The primary contact at Pauktuutit for this project is Shelagh Roxburgh, Manager of Violence and Abuse Prevention & Justice Policy, (sroxburgh@pauktuutit.ca), Pauktuutit commits to provide the information and materials necessary to complete the work and will respond to requests for information in a timely fashion.

Pauktuutit will provide a decision within three business days.

Confidentiality, Privacy and Copyright

The successful applicant shall not disclose to any party any confidential information gained or resulting from activities undertaken under this project, nor shall the applicant disclose any information concerning Pauktuutit or their affairs where such information is obtained through this Project.

Pauktuutit and the successful applicant will agree to publicly and mutually acknowledge and accord appropriate credit for each other's contribution in this project, including any products developed and disseminated as a result. Both parties will come to an agreement on how credit is attributed, depending on the nature and degree of each organization's contribution.

It is understood that Pauktuutit retains ownership of any and all materials and intellectual property created, designed, or produced as a result of activities undertaken by the successful applicant when awarded this project.

It is understood that the successful applicant will generate original work for this project.

Proposal Instructions

- Applicants must submit their company name, and confirm their incorporation, references, and/or portfolio;
- Submit by email to sroxburgh@pauktuutit.ca
- Word format or PDF;
- Estimates/budgets must remain firm;
- No payment will be made for costs incurred in the preparation and submission of a proposal in response to this RFP;
- No costs incurred before receipt of a signed contract can be charged to the proposed contract;
- Travel that may be required will be separate from this scope of work budget and will be paid for by Pauktuutit; and,
- Pauktuutit reserves the right not to award a contract as a result of this RFP.

Budget

The proposal must:

- Include a detailed budget not to exceed \$10,000 and that demonstrates that the objectives and deliverables for the project can be met;
- Indicate the billing rate;
- List any other expenses that might be applicable; and
- Total bid MUST include 13% HST tax.

Rights of the Organization

Pauktuutit reserves the right to:

- Enter into negotiations with one or more bidders on any or all aspects of this proposal.
- Accept any proposal in whole or in part.
- Cancel and/or re-issue this requirement at any time.
- Award one or more contracts.
- Verify any or all information provided by the bidder with respect to this requirement.

Contact Information

Please direct the application to:

Shelagh Roxburgh
Pauktuutit Inuit Women of Canada
520 – 1 Nicholas St. Ottawa, ON K1N 7B7
sroxburgh@pauktuutit.ca
613-238-3977