



Section 1: Introduction, Designated Inuit Firm list / Designated Baffin Inuit Firm list

The purpose of the Designated Inuit Firm List and Designated Baffin Inuit Firm List is to maintain an up-to-date list of Inuit Firms capable of being contracted by Baffinland Iron Mines Corporation (BIMC) to provide goods and services to the Mary River Project (MRP) as required by articles 6.4 and 6.5 of the Mary River Project Inuit Impact and Benefits Agreement (IIBA).

The MRP Executive Committee, jointly comprised of representatives of Qikiqtani Inuit Association (QIA) and BIMC, is required to maintain a list of Inuit Firms that appear capable of providing goods and/or services to the MRP. Two up-to-date lists, the first entitled the “**Designated Inuit Firm List**” and the second the “**Designated Baffin Inuit Firm List**”, will be used by QIA and BIMC when considering MRP contracts for goods and/or services.

In order to be considered-for and enrolled-on the Designated Inuit Firm list or the Designated Baffin Inuit Firm list, the applying Inuit Firm must be enrolled on the Inuit Firm Registry maintained by Nunavut Tunngavik Inc. (see inuitfirm.tunngavik.com)

Additionally, to be considered for the Designated Inuit Firm list, the applicant Inuit Firm must carry out of the majority of its business in the Nunavut Settlement Area. To be considered for the Designated Baffin Inuit Firm list, the applicant Inuit Firm must be from the Baffin Region.

Completion of this form is voluntary but, unless an application is completed, a firm will not be considered for registration as a Designated Inuit Firm or a Designated Baffin Inuit Firm.

All applications and information received are kept confidential. In submitting an application, the applicant Inuit Firm hereby consents to the release of its name, address, phone number, intended areas of MRP contracting opportunities participation and types of business economic activities.

Once created, the Designated Inuit Firm list can be found at www.qia.ca and the Designated Baffin Inuit Firm list can be found at www.qia.ca, both of which are publically available.

Completed Designated Inuit Firm and Designated Baffin Inuit Firm application forms and additional information as well as questions or comments about the Designated Inuit Firm list registry can be sent electronically to DIFlist@qia.ca or by mail or facsimile to the following address:

Designated Inuit Firm List Registry
Department of the Major Projects
Qikiqtani Inuit Association
P.O. Box 1340
Iqaluit, NU
X0A 0H0
Tel: (867) 975-8400
Fax: (867) 979-3238



Applicant Inuit Firms will be notified of the receipt of their application through the applicant Inuit Firm email address provided in Section 3 and/or by facsimile.

Section 2: Inuit Firm declaration (Required Information)

Legal name of business (Provide the full and complete name of business):

Trade name of business:

Inuit Firm Registry (IFR) number:

- Attach a copy of the applicant firm's *Certificate of Inuit Firm Status* issued by NTI to this application.

Location of applicant Inuit Firm's head office in Nunavut:

Does the Firm carry out the majority of its business of in the Nunavut Settlement Area?

YES NO

If the response is YES, please sign the declaration immediately below:

The undersigned certifies that the applicant firm carries out the majority of its business in the Nunavut Settlement Area.

Signed at _____ this ____ day of _____,
20 __.

Company officer #1

Name: _____ Signature: _____

Position Title: _____

Company officer #2

Name: _____ Signature: _____

Position Title: _____



Section 3: Inuit Firm contact information (Required Information)

Mailing address:

Head office: _____	Telephone: _____
Address: _____	Fax: _____
Street/Box: _____	Website: _____
Unit number: _____	Contact name: _____
City/Province: _____	Position: _____
Postal Code: _____	Email: _____
Business # (BN): _____	

Section 4: Inuit Firm capacity: Contracting opportunities general areas (Required Information)

Please identify below the general areas of the MRP for which the applicant Inuit Firm intends to participate.

General areas representing the contracting opportunities of the MRP available to Inuit Firms (please check all that apply):

<input type="checkbox"/> Recruitment	<input type="checkbox"/> Sea freight shipping
<input type="checkbox"/> Training	<input type="checkbox"/> Air transportation fixed wing, helicopter
<input type="checkbox"/> Road and airstrip construction	<input type="checkbox"/> Catering, housekeeping, janitorial services
<input type="checkbox"/> Accommodation complex construction	<input type="checkbox"/> Security Services
<input type="checkbox"/> Communications systems	<input type="checkbox"/> Health and medical services
<input type="checkbox"/> Power plant	<input type="checkbox"/> Road maintenance
<input type="checkbox"/> Water supply	<input type="checkbox"/> Diamond drilling
<input type="checkbox"/> Open pit and underground equipment	<input type="checkbox"/> Transportation of ore
<input type="checkbox"/> Site preparation at mine	<input type="checkbox"/> Fuel storage, handling & distribution
<input type="checkbox"/> Railway construction	<input type="checkbox"/> Environmental research, monitoring, baseline studies
<input type="checkbox"/> Port construction and operation	<input type="checkbox"/> Explosives
<input type="checkbox"/> Ongoing remediation	
<input type="checkbox"/> Mine decommissioning	

To provide a more complete profile of the applicant Inuit Firm, please see Section 7 of this document.



Section 5: Bonding (Required Information)

As identified in the MRP IIBA, for business activities that normally require bonding (such as construction services), the applicant Inuit Firm (the principal) must be “bondable” in order to be considered as a Designated Inuit Firm or Designated Baffin Inuit Firm for such contracts that typically require bonding.

For assistance in determining how and to what amount an applicant Inuit Firm can be bonded, please contact the QIA representative noted on the first page of this document.

Please provide the surety company’s contact information:

Surety company: _____	Telephone: _____
Address: _____	Fax: _____
Street/Box: _____	Website: _____
Unit number: _____	Contact name: _____
City/Province: _____	Position: _____
Postal Code: _____	Email: _____

Amount the applicant Inuit Firm can be bonded to by the above \$ _____ named surety:



Section 6: Certification (Required Information)

The undersigned certifies that the information in this application and accompanying documents is correct. The applicant also agrees to notify Qikiqtani Inuit Association of any changes to any information contained in this application.

Signed at _____ this ____ day of _____, 20 ____.

Company officer #1

Name: _____ Signature: _____

Position Title: _____

Company officer #2

Name: _____ Signature: _____

Position Title: _____

Section 7: Additional applicant Inuit Firm information (Optional Information)

To provide a more complete profile of the applicant Inuit Firm, please include with the application form any additional Inuit Firm information such as a corporate brochure and/or Firm literature that describes the applicant Firm’s profile, experience and business capabilities.

Document name: _____	Description: _____
Document name: _____	Description: _____
Document name: _____	Description: _____

As mentioned in Section 2 of this document, please provide a copy of the applicant Inuit Firm’s *Certificate of Inuit Firm Status* issued by NTI with this application form.



Section 8: Designated Baffin Inuit Firm capacity development (Optional Information)

For Inuit Firms that are based in the Baffin Region and are classified as Designated Baffin Inuit Firms, funding to develop business capacity is available through the Business Capacity and Start-Up Fund funded by BIMC and as required under Article 6.3 of the MRP IIBA.

For those Inuit Firms that are based in the Baffin Region and plan to be considered a Designated Baffin Inuit Firm, consider the following capacity development areas below and rank them according to the applicant firm's current business capacity development needs:

Capacity development area	Preference ranking (1-6)*
Locating start-up capital and financing	_____
Management development	_____
On-going business management	_____
Financial management	_____
Contracts and procurement	_____
Human resources management	_____

***Note that your priorities should be ranked from the highest priority being ranked with a number one (1) all the way down to your lowest priority being ranked with a number six (6).**



**Mary River Project
Designated (Baffin) Inuit Firm List**

Section 9: Where to send completed application forms

Send completed forms electronically or by mail or fax to:

**Designated Inuit Firm List Registry
Department of Major Project
Qikiqtani Inuit Association
P.O. Box 1340
Iqaluit, NU
X0A 0H0
Tel: (867) 975-8400
Toll Free 1-800-667-2742
Fax: (867) 979-3238
Email: DIFlist@qia.ca**

FINAL NOTE

Do not forget to attach a copy of the applicant firm's *Certificate of Inuit Firm Status* issued by NTI.