



SAINT REGIS MOHAWK TRIBE
412 State Route 37
Akwesasne, New York 13655

SRMT 14-20

REQUEST FOR PROPOSALS
FOR
INSURANCE SERVICES

The Saint Regis Mohawk Tribe (SRMT) is requesting proposals to contract with one insurance broker, company, carrier, or underwriter (hereinafter referred to as Respondent) for its various insurance needs. Successful Respondent will be required to provide services for a **three (3) year term**.

The successful Respondent will assess SRMT's insurance needs and provide recommendations regarding appropriate types of insurance for SRMT, the level of coverage necessary to protect SRMT from reasonable risk, the levels of deductible for each policy to provide the best balance of risk limitation and lower premium and such other factors as the Respondent shall recommend. The selected Respondent will then approach the insurance markets to obtain bids from insurers and present those bids to SRMT, which will include full disclosure of the fees and commissions payable to the Respondent in connection to the policy.

The selected Respondent representing SRMT must be in good standing with the Better Business Bureau, possess an A+ A.M. Best Rating, and possess a current insurance license with the State of New York.

The Respondent must insure the following parties as requested, and as their interests may appear:

- 1) Saint Regis Mohawk Tribe;
- 2) SRMT Public Officials;
- 3) SRMT Employees;
- 4) Members of authorities, boards or commissions; and
- 5) Volunteer SRMT workers for any of its events.

All inquiries and Request for Proposals packages may be obtained by contacting Grants & Contracts, Saint Regis Mohawk Tribe, 412 State Route 37, Akwesasne, New York 13655. Tel: (518) 358-2272.

Proposals shall be submitted to the Grants & Contracts address and be received no later than 3:30 pm, April 4, 2014. Any proposals received late will be considered non-conforming and will be returned unopened to the sender. Proposals will **NOT** be accepted by facsimile or e-mail.

A pre-proposal meeting will be held on Tuesday March 18, 2014, 10:00 am (local time) in the upstairs boardroom at the Saint Regis Mohawk Tribe, 412 State Route 37, Akwesasne, New York. Attendance at the meeting is non-mandatory but is strongly recommended. SRMT will not reimburse any Respondent for expenses to attend this meeting. Conference Call: If you are unable to attend you may join by dialing (800) 298-6863, Conference ID 5005828, Press 2, when prompted.