

2021	Milestone
Monday, March 1, 2021	RFP released
Noon, Monday, April 5, 2021	Final deadline for written proposals.
READ Saskatoon Audit and Finance Committee evaluate proposals and complete final recommendation.	
May 26, 2021	Present recommendation to Board of Directors
May 28, 2021	Contact successful candidate

**Note that READ Saskatoon reserves the right to cancel or alter the RFP process as described in this document at any time*

Proposal Evaluation

Lowest cost will not be the sole criteria against which proposals will be evaluated. In consideration of all key objectives described in this document, the evaluation of proposals will be based on a set of criteria that include, in no particular priority:

Criteria	
Qualifications and experience of the proposed team members, the firm and the local office, including relevant experience with the charitable sector and READ Saskatoon	15
Audit approach, including methodology, deliverables, and timing	10
Total cost of services	15
Perceived fit with READ Saskatoon and the charitable sector, including a demonstrated understanding of the issues, challenges and opportunities facing READ Saskatoon and the sector	20
Approach to client service and account management	15
Availability of additional value-added services	10
Involvement with and commitment to local communities and charities	5
Overall quality of the proposal	10