



# Piliriqatigiukta - Let's work together



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## PROCUREMENT PROCESS BENEFITS AND HOW-TO

The Kivalliq Inuit Impact and Benefit Agreements (IIBA) define the procurement process to ensure that Inuit businesses registered with NTI benefit from Agnico Eagle projects.

Businesses must be pre-qualified for the contract category in order to receive a tender.

Only **NTI** registered companies will be eligible for preference points.

Click [here](#) for an outline of the pre-qualification and tendering process.



## FAQ ON PRE-QUALIFICATION

**Q. How can my company prequalify with Agnico Eagle Mines Projects in Nunavut?**

See [answer](#)

**Q. What are the requirements to be pre-qualified?**

See [answer](#)

**Q. Why do I have to complete the New Categories List?**

See [answer](#)

**Q. Why do we have to complete all the Pre-qualification forms?**

See [answer](#)

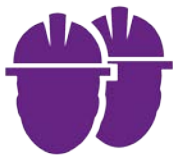
**Q. Why should I pre-qualify?**

See [answer](#)

**Q. Do I need to be an authorized distributor/dealer?**

See [answer](#)





## MEET THE TEAM: STRATEGIC PROCUREMENT



**Maxime Provencher**  
IIBA Pre-Qualification  
Coordinator

Maxime is based in the Val-d'Or office. Maxime graduated from the University of Quebec in Abitibi-Temiscamingue (UQAT) with a bachelor degree in business. Before joining Agnico, he worked in the petroleum industry as a salesperson.

In his free time, Maxime likes to cheer on his favorite baseball and hockey teams with his wife and young daughter.

Maxime brings extensive experience and knowledge in customer service to his role with Agnico. His ability to establish and maintain good business relationships is definitely an asset. Agnico is proud to have Maxime on its team as the contact person for the IIBA pre-qualification.

## What is the role of the IIBA Pre-Qualification Coordinator?

The IIBA Pre-Qualification Coordinator's role is mainly to assist and answer any questions related to supplier pre-qualification.

The Coordinator's responsibility is to provide general one-on-one assistance to Inuit businesses, such as help in filling out the pre-qualification forms. He is responsible for reviewing all of the applications and communicating the results to applicants.

The coordinator ensures that the process follows the IIBAs and that it is fair and transparent to businesses.



Should you have any questions in regards to pre-qualification, you can reach out to Maxime at:

**(819)-759-3700 x 2914**

[strategic.procurement@agnicoeagle.com](mailto:strategic.procurement@agnicoeagle.com)

## **Best Practices for Operating in Nunavut: Employee Hiring Practices**

To ensure fair and transparent business practices at our sites the employment relationship must be documented **in writing** at the time of hiring and should include the following information:

- Legal name and business or operating name of the company
- Full address of the employee
- Full name of the employee
- Position details: job title and description of tasks, department, name/title of the employee's supervisor
- Type of employment (permanent, temporary, seasonal, etc.)
  - If temporary or seasonal, then the start date and end date of the contract
- Work schedule and travel details
- Hourly pay rate, pay period schedule, any included bonuses or benefits
- Inuit employee and contractor signatures, including date

As an Agnico supplier, you should take the time to review the employment contract and details with your new employee to make sure they understand the terms of employment.

If you have more questions, please contact:  
[nunavut.employment@agnicoeagle.com](mailto:nunavut.employment@agnicoeagle.com)



## **RESOURCES AND INFORMATION**



Click [here](#) to view a presentation on Pre-qualification



Click [here](#) to see upcoming Agnico events

