

Request for Quotation – Curator, Vivid Light 2021 & 2022

Request:

Destination NSW is seeking applications and itemised quotations from a suitably qualified and experienced contractor for the provision of **Curator, Vivid Light** services for Vivid Sydney 2021 and 2022.

Please note: this is not a position of employment but a contract for the supply of services.

Companies can propose a person for this contract.

Destination NSW:

Destination NSW is the lead NSW Government agency for the New South Wales (NSW) tourism and major events sectors. Our role is to market Sydney and NSW as one of the world's premier tourism and major events destinations; to secure major sporting and cultural events; to work in partnership with Business Events Sydney to win major international conventions and incentive travel reward programs; to develop and deliver initiatives that will drive visitor growth throughout the state; and to achieve the NSW Government's target to triple overnight visitor expenditure by the year 2030.

Vivid Sydney, the largest festival of light, music and ideas in the Southern Hemisphere and the largest event in Australia, is owned, managed and produced by Destination NSW. Vivid Sydney has been integral in cementing Sydney's position as the creative capital of the Asia-Pacific and instrumental in driving visitation to Sydney and stimulating the city's visitor economy.

Vivid Sydney is a unique annual event of light, music and ideas, featuring the world's best creative industry forums, a mesmerising free public exhibition of outdoor lighting sculptures and projections, a cutting edge contemporary music program, and the spectacular lighting of Sydney's iconic buildings and other Sydney precincts.

Timeline:

Deadline for receipt of clarification requests	10:00am on Monday 25 May 2020 (AEST)
RFQ closing date	10:00am on Monday 1 June 2020 (AEST)
Interviews	Week beginning 8 June 2020
Successful contractor notified	Week beginning 15 June 2020
Unsuccessful contractor(s) notified	Week beginning 29 June 2020
Commencement of Contract	1 July 2020

Selection criteria:

Evaluation of all submissions will be assessed on the following criteria:

Criteria	Weighting (%)
Value for money	25%
Demonstrated experience in successfully curating, programming and delivering cutting-edge exhibitions, festivals, and activations for large-scale public events that attract broad and diverse, with a focus on creativity and innovation	20%
Proven experience in identifying and engaging lighting, projection, media, animation and mixed reality field practitioners. Demonstrated contacts and existing networks with artists, manufacturers, suppliers, animators, designers and companies who exemplify innovative, contemporary and sustainable practice, alongside general industry trends	20%

Proven ability and experience in collaborating and negotiating with multiple stakeholders including international, national and local artists, corporates, suppliers and manufacturers	10%
Highly developed and proven project and time management skills, ability to effectively prioritise, meet deadlines and to balance competing priorities in a dynamic and high profile work environment. Outstanding written and verbal communication skills, including media and public speaking skills.	10%
Knowledge and insight on the latest production technologies for the purpose of program, artistic and content development	10%
Compliance with Request for Quotation	5%
TOTAL	100%

What Destination NSW requires:

1. A written response which addresses the Selection Criteria and Specifications of Service outlined in Annexure A
2. An outline (maximum two (2) pages) of your proposed curatorial approach, and potential key elements for Vivid Light 2021.
3. An itemised all-inclusive quotation for Period 1 via provision of a day rate exclusive of GST but inclusive of all charges, expenses and other personal inclusions
4. An itemised all-inclusive quotation for Period 2 via provision of a day rate exclusive of GST but inclusive of all charges, expenses and other personal inclusions
5. Current curriculum vitae including details for two (2) referees.

Clarification of requests:

If you require clarification of this Request for Quotation, please contact via email only: Julie Turpie, Acting General Manager, Event Development & Executive Producer, Vivid Sydney. julie.turpie@dnsw.com.au

Please note that any clarification/s will also be granted to any/all other interested contractors and will be available on vivid Sydney.com – work with us webpage.

Lodgement Details:

Please email your application, quotation and supporting documentation to:
Neville D'Costa, Director, Procurement & Legal: neville.dcosta@dnsw.com.au

ANNEXURE A

Specifications of Service

Vivid Light transforms Sydney's CBD with a free, accessible and sustainable 'Light Walk'. Each year Vivid Light highlights Sydney's iconic buildings and foreshore precincts with cutting-edge light sculptures, installations, and 3D-mapped building projections.

Vivid Light encompasses:

- **Vivid Light Walk:** Curated and produced by Destination NSW, a free, public-focused creative activation of Sydney's urban and green spaces, which may include:
 - a) Large-scale, 3D-mapped projections on iconic CBD buildings
 - b) Lighting of the Sails of the Sydney Opera House (in cooperation with Sydney Opera House Trust)
 - c) Lighting installations that are sculptural in form, interactive and non-interactive
 - d) Lighting/laser treatments on the façade of CBD skyscrapers
 - e) Lighting treatment of Sydney Harbour Bridge.
- **Vivid Light in complementary Destination NSW-produced CBD precincts e.g. Darling Harbour.**
- **Third-party produced precincts:** developed in partnership with landowners, Local/State Government agencies, and commercial precincts.

The **Curator, Vivid Light** will work collaboratively with Destination NSW's Acting General Manager, Event Development & Executive Producer Vivid Sydney, relevant Vivid Sydney and Destination NSW staff. The Curator Vivid Light will engage with external stakeholders including creative practitioners, artists, tertiary institutions, commercial partners, precincts/venues, Local and State Government agencies.

The **Curator, Vivid Light** is responsible for the research, design, development and curation of an innovative, accessible and progressive Vivid Light program through to implementation, on time and within budget. Content for Vivid Light is also developed through:

- Vivid Light global Expression of Interest
- Third-party precincts
- Destination NSW's commissioning of selected Signature Light treatments/installations
- Vivid Sydney Commercial, Government and Industry Partnerships

Position reports to: Acting General Manager, Event Development & Executive Producer, Vivid Sydney.

Key Responsibilities:

Prepare an annual plan (submitted by 31 July) to Destination NSW, outlining the curatorial vision and program rationale for the creation and implementation of a world-class, cutting-edge, innovative annual Vivid Light program.

Undertake research to advise and inform the selection, evaluation and/or development of new and existing content, concepts, technologies and opportunities, culminating in the development of the annual Vivid Light program. This includes being an active member of all creative/content/programming selection and evaluation panels, alongside other Destination NSW-nominated representatives.

Consult with the Acting General Manager, Event Development & Executive Producer, Vivid Sydney and Vivid Sydney operations personnel to identify, scope and cost suitable event precinct across the Sydney CBD for the placement of selected Vivid Light content. Careful consideration is required to ensure the optimal visitor experience, maintenance of key safety principles, and maximisation of viewing capacity, with the least possible impact on the non-event community.

Participate in the annual Vivid Light Expression of Interest and/or other Light evaluation panels, with Destination NSW-nominated representatives, and attend all panel meetings in order to evaluate and confirm program content.

Prepare and make recommendations on the feasibility (creative, technical and financial) of each proposed activation. This information is to be presented to the Acting General Manager, Event Development & Executive Producer, Vivid Sydney to inform and determine which installations/activations form part of the finalised annual Vivid Light Program.

Lead ongoing curatorial development and provide guidance to selected Vivid Light proponents including interviews, WIP meetings and site visits.

In consultation with the Acting General Manager, Event Development & Executive Producer, Vivid Sydney:

- Engage and liaise with external stakeholders in the development of Vivid Light projections; responsible for the development of agreed project timelines, creative briefs, curatorial/content approvals.
- Engage and liaise with Sydney Opera House in the co-curation of the Lighting of the Sails; responsible for the development of agreed project timelines, creative brief, curatorial/content approvals.
- Engage and liaise with third-party precincts; responsible for the development of agreed creative briefs, curatorial/content approvals.
- Engage and liaise with Vivid Sydney sponsors and their installations.

Work collaboratively with the Acting General Manager, Event Development & Executive Producer, Vivid Sydney to identify and secure Vivid Sydney commercial and industry partners relevant to the Vivid Light program in accordance with Vivid Sydney sponsorship guidelines.

Responsible for ensuring Acting General Manager, Event Development & Executive Producer, Vivid Sydney is at all times fully briefed on all aspects of the proposed Vivid Light program.

Actively engage in collaborative programming with Vivid Ideas and Vivid Music leading to the cross-promotion of events, ideas, innovative practice or creative outcomes.

Provide curatorial direction to relevant Vivid Sydney staff or contractors (Production Manager, Technical Manager, Event Operations Manager, site contractors etc.) in the ongoing development and construction of light installations, projections or similar program content.

Assist the relevant Vivid Sydney staff in preparing all program specific documentation relating to the Vivid Light program (including project timelines, event schedules, post-event reports etc.).

Work collaboratively with Destination NSW's Marketing and Communications divisions and other relevant staff to develop and produce all necessary Vivid Light program specific collateral and materials.

Work collaboratively with Vivid Sydney personnel and relevant Destination NSW cross-functional teams to contribute to projects such as – Vivid Sydney Media Launch, Vivid Sydney Preview Week and Vivid Sydney Opening 'Lights On' Function.

Represent Destination NSW for the Vivid Sydney/Light program including but not limited to guided tours, panels, talks and conferences, as pre-approved by Destination NSW. This includes acting as a media spokesperson from time to time (where requested and pre-approved by Destination NSW).

Attendance onsite at the Event precinct(s) as required throughout the bump-in, event period and bump-out.

Develop, implement and manage the post-event reporting of the Vivid Light program. Maintain all event specific documentation and critical documents using appropriate document templates and document register system including records management.

Any other general administrative work that would be required to deliver on the above services/duties/outcomes and/or special projects as directed by Destination NSW.

In addition to the above deliverables, the **Curator, Vivid Light** will require the following skills:

- Flexibility, be able to work both autonomously and within a team.
- Attention to detail.
- Demonstrated ability to work under pressure and balance competing priorities.

General Items:

- The contractor must provide appropriate public liability insurance noting Destination NSW as an Interested Party. Minimum \$20 million
- The contractor must provide appropriate professional liability insurance. Minimum \$10 million
- The contractor must provide appropriate workers compensation insurance – as required by law
- The contractor must provide an Australian Business Number or Australian Company Number

Key Considerations:

The successful contractor will be required to enter into a Contract of Engagement with Destination NSW which includes, but is not limited to the following terms:

- Ownership of all intellectual property (including copyright) in any project material will vest in and/or be assigned to Destination NSW on a royalty free, for use worldwide, free of charge in perpetuity basis. The contractor will agree to execute all documents and do all things required for the purposes of giving effect to this. The project material once assigned will be used by Destination NSW, tourism trade stakeholders, media and the NSW Government
- Indemnifying Destination NSW for all work carried out
- Abiding by a suppliers code of conduct as issued by the NSW Government
- Termination Clause, Destination NSW may at any time terminate the contract without cause and for any reason by giving 30 days' notice in writing to the contractor, such termination being effective upon expiration of the 30-day period. Destination NSW is not liable for any payments to the contractor beyond the 30-day notice period, and such amount will be received by the contractor in full satisfaction and discharge of any claims of any nature whatsoever in connection with this contract. Destination NSW would not be liable for any further/pro-rata payments
- If the contractor does not perform the services required, the contractor is not entitled to receive any further payments and must if so required by notice in writing to the contractor by Destination NSW, repay to Destination NSW all payments made under this contract or such part of the payments as so demanded by Destination NSW with respect to expenses already incurred and services rendered to date and must make such repayment within 7 days of the date of such demand by Destination NSW or within such longer period as specified by Destination NSW.
- During the contracted period, the contractor will be required to work full-time on the premises of the Destination NSW offices currently located at Level 2, 88 Cumberland Street, The Rocks within standard business hours (9am – 5:30pm). Flexibility with work hours will be required, this includes after hours and weekend work. No overtime will be paid or time in lieu provided. Please note: this role will be required to be onsite during the event period(s) and will be required to work as part of a rolling roster during the Event (including bump-in, Event and bump-out periods).

Destination NSW will provide the following:

Office facilities to be provided include: desk, chair, computer and printing facilities, phone line, internet access and business cards. Parking is not provided however approved and agreed demonstrated work-related travel costs may be reimbursed. A mobile phone is not provided however demonstrated work-related telephone costs may be reimbursed.

Period:

Destination NSW requests two (2) itemised quotations, for the services detailed in this document, for each of the following Periods:

Period 1: Vivid Sydney 2021	1 July 2020 - 30 June 2021
Period 2: Vivid Sydney 2022	1 July 2021 – 30 June 2022

Destination NSW will advise the successful contractor in writing 60 days before 30 June 2021 if it wishes to execute Period 2. If the option is not exercised, Destination NSW has no further liability to the successful applicant. If the option is exercised, a new contract of engagement will be negotiated and executed.

Leave:

Destination NSW provides for a set number of days of unpaid leave to be taken (20 days per annum), commensurate with the contracted period and position scope. All leave is to be taken as agreed with Acting General Manager, Event Development & Executive Producer, Vivid Sydney. Any unpaid leave not taken by the conclusion of the contracted period will be forfeited.

Destination NSW acknowledges that the successful contractor is not required to work public holidays except those falling within the Event periods.

Destination NSW may also close for the Christmas and New Year period as part of NSW Government arrangements. The Acting General Manager, Event Development & Executive Producer, Vivid Sydney will advise of dates accordingly.

Paid recreation leave, public holiday pay, overtime, sick leave and other paid leave entitlements are not payable as this is not a position of employment. Deductions will be made on a pro-rata day basis based on the quoted per day rate.