

Request for Quotation



LARGE CANVAS MURAL For Reconciliation Action Plan

November 2023

1. OVERVIEW

The Shire of Dardanup is currently working and in consultation with Reconciliation Australia, Local Aboriginal Elders, community members and Aboriginal community controlled organisations to develop a Shire of Dardanup specific Reconciliation Action Plan (RAP). The Shire has committed funds for the creation of a large public artwork mural on canvas to form the design aesthetic for the RAP publication and also to display the artwork in our main Library, Administration and Community building by way of linking our services to the plan and actions of reconciliation. The Shire is specifically seeking to appoint a local aboriginal artist/s to design and paint this mural.

The subject matter for the mural is to be *in response to the subject of reconciliation* and the artwork a painted canvas mural. The mural should be in keeping with the local culture, country, surroundings and appropriate for the general community to view and enjoy.

1.1 Aims of the project

- Design and painting of a mural artwork depicting the theme of reconciliation by a Wilman or Wardandi artist or group of artists;
- Contribute to the overall design aesthetic of the publication;
- Increase community connection with the arts;
- Provide accessible public art for the community; and
- Educate community members about the aboriginal culture relevant to the area.

2. BACKGROUND

The Shire of Dardanup is in the process of developing its Shire specific Reconciliation Plan.

RAPs help organisations and communities to build understanding, promote meaningful engagement, increase equality, and create sustainable employment opportunities and positive outcomes. The Shire of Dardanup wishes to drive change through three core pillars; Relationships, Respect and Opportunities.

The Shire of Dardanup is commissioning a mural artwork to be displayed in our main Library, Administration and Community building in Eaton and elements from the artwork will also be used to form the design aesthetic for the publication document. Further linking the RAP plan to the Shire's operations and plans for the future.

It is desired that a local Wilman or Wardandi artist be commissioned to complete this work, and several artists have been selected by invitation for quotation. Should more than one quotation be received there is the potential for the artists to collaborate on the artwork should this be practical.

2.1 Project Description

The Shire of Dardanup is seeking Request for Quotation from selected Wilman and Wardandi artists for the design and installation of a mural.

Canvas Size:

The project includes concept development and engagement with the Traditional Owners group and representatives from the Shire of Dardanup. The artist/s will need to collaborate with Shire of Dardanup Officers at all stages of the process.

The Artist/s shall be responsible for the following:

- A maximum two-hour concept development session with the Traditional Owners group and Shire representatives.

- Designing and supplying of detailed artwork concepts (must be approved in writing by the Shire of Dardanup).
- The Design is to consider/respond to the scope of the project.
- Supplying of all materials required (throughout all stages of the project).
- Completing the works on or prior to agreed date – Artwork to be handed over to the Shire in February 2024.
- Providing a list of materials used detailing paint colors etc. for maintenance.

2.2 Budget

The total project budget is \$3,000. The quoted amount is to cover the entire project including:

- All artist fees.
- Concept development, including two concept development sessions outlined above.
- Site preparation expenses.
- All material cost.
- GST if applicable.

** Costs payable to the Traditional Owners for their involvement in the concept development session will be made directly by the Shire of Dardanup to the Traditional Owners and is in addition to the budget indication above.*

3.2 Timelines

- Submissions close – 4.30pm on 11 December 2023.
- Quotes reviewed and artist appointed by 18 December 2023.
- Successful artist will be informed by 19 December 2023. Concept development sessions and or concept to be submitted for feedback from Rap Working Group by 15 January 2024.
- Approval of design by 20 January 2023.
- Completed work handed over by 1 March 2024.

No late submissions will be received after the closing date and time.

We will endeavor to work with successful artist to find dates that work for both parties involved.

3.3 Maintenance and repair

Subject to contract conditions the Shire of Dardanup will maintain the work in situation for a period of not less than five years. Artist will provide an outline of the maintenance requirements for the work over a five year period. Upon completion of the artwork/s, the Artist is to provide the Shire of Dardanup with written advice detailing what actions (including appropriate materials, methods and indicative costs) are reasonably required for the maintenance of the artwork/s, sufficient to ensure the artwork's ongoing integrity.

3.4 Risk assessment and safety

We expect that all contractors engaged by the Shire of Dardanup work in a safe manner and in accordance with legislative requirements. We expect all contractors to:

- Ensure their employees and any subcontractors have the necessary training, qualifications, licenses, instruction and supervision to perform their work safely and effectively.

- So far as practicable, work with care for their own safety and that of our workers, other contractors, volunteers and general public who may be affected by their actions or omissions.
- Comply with this policy and any other of our policies and procedures that are considered relevant to the contracted works.
- Report all incidents, hazards and near misses to us and any regulatory body as required.
- Provide appropriate personal protective equipment to their workers.

3.5 Insurances

Respondents are to supply evidence of their insurance coverage including, insurer, expiry date, value and type of insurance. If the Respondent holds “Umbrella Insurance” please ensure a breakdown of the required insurances are provided. A copy of the Certificate of Currency is to be provided to the officers with your submission.

3. SUBMISSION

Your submission should include: [CHECKLIST]

- A description and indicative concept of the proposed work including maximum size of mural within the budget allowed;
- Material specifications;
- Previous experience in consulting with stakeholder groups to inform an artistic concept;
- CV with contact details;
- Maximum six images of previous artwork/s relevant to this project;
- Certificate of Currency.

Submissions must be emailed no later than Monday **11 December at 4.30pm** to:
Cassandra Budge, Manager Community Development
cassandra.budge@dardanup.wa.gov.au

4. COPYRIGHT

Once completed and accepted by the Shire of Dardanup, the Shire and the artist will jointly own copyright of images of the design and work. The Shire may reproduce extracts from the design documentation and images of work for non-commercial purposes such as reports, brochures and other promotional material relating to the Shire. The artist will have the right to use extracts or images in books or other publications associated with the artists and the artwork.

5. GENERAL CONDITIONS

In relation to Shire of Dardanup contract terms with the selected artist, attached is a copy of the Shire’s General Conditions of Contract for the Supply of Goods and Services under a Purchase Order.

The Shire’s purchase order terms and conditions are used for a wide array of transactions but have not been drafted specifically for this engagement.

6. FURTHER ENQUIRES

Contact Officer:	Cassandra Budge, Manager Community Development
Email:	cassandra.budge@dardanup.wa.gov.au
Telephone No:	08 9724 0387