



Shire of Derby / West Kimberley

Request for Quotation Artists for Sculptures on the Marsh

August 2024

Deadline: 5PM (WST) Friday 11 October 2024

Electronic requests are to be sent to

media@sdwk.wa.gov.au

Hard copy at the Shire Administration

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1 Request for Quotation (RFQ) Details

1.1 Closing date:

4pm Western Australian Time

Friday 11 October 2024

1.2 Responses:

Submissions can be entered online or in person at the Shire administration.

Any submissions received after the deadline will not be accepted.

1.3 Contact Persons

For any queries regarding this RFQ, please contact:

| | |
|------------|----------------------|
| Name: | Maria O'Connell |
| Telephone: | 9191 0999 |
| Email: | media@sdwk.wa.gov.au |

2 Specification

2.1 Project Overview

The Shire is seeking to commission two sculptures from local or Aboriginal or Torres Strait Islander artist to create a sculpture for display on the marsh. The artwork should be original, distinctive, and integrate Derby's culture and history. The sculpture should be a flat steel plate design, ranging from 4-10 meters in height or length, incorporating the sunset into the design.



2.2 Eligibility Criteria

Eligible applicants must:

- of Aboriginal or Torres Strait Islander descent or,
- a resident of the Shire of Derby / West Kimberley

For team submissions, one artist must be designated as the project lead.



2.3 Introduction

The Shire of Derby/West Kimberley is Requesting for Quotation from local artists for a public art commission. The sculpture will pay tribute to Derby and should be completed by the end of June 2025.

2.4 Background

The Shire of Derby/West Kimberley has a rich Aboriginal heritage and is home to a diverse population of over 7,075 residents across 54 communities. Spanning 118,560 square kilometres, the region features iconic landmarks such as the Gibb River Road and the Horizontal Falls. The Sculptures on the Marsh project aims to enhance tourism and support the local economy by showcasing the region's cultural richness.

2.5 Commissioning Process

Stage 1: RFQ Submission

Artists are invited to submit a proposal that:

- Provides a portfolio of previous work
- Outlines their cultural and creative approach
- Provides a quotation up to \$5,000 ex GST for designing the final design

Stage 2: Artist Selection

A panel comprising two Shire staff members and Mark Norval will review submissions and make recommendations to the Council for the selection of two artists.

Stage 3: First Design Draft

There will be engagement with the selected artists, including a site visit, to discuss the design concepts and ensure alignment with project goals. The artists will provide an initial draft of their design along with a short biography.

Stage 4: Final Design Development

Artists will collaborate with the Shire and advisor Mark Norval to finalize the artwork design. The artists must also provide a detailed description of the artwork.

At this stage the Shire will organise engineering and building approvals.

Stage 5: Sculpture development

The Shire will organise the development of the sculptures. Mark Norval will liaise with artists regarding

Stage 6: Installation

The Shire will manage the installation of the artwork on the marsh.



2.6 Location

The Sculptures will be installed on the Derby Marsh, along side previous sculptures. For exact location please see map below.



2.7 Copyright and Indigenous Cultural Intellectual Property

The artist will retain copyright of the artwork and must ensure it is original and does not infringe on third-party intellectual property. The artist must acknowledge the Shire as the owner/commissioner in any publications featuring the artwork. The Shire will respect all Indigenous Cultural Intellectual Property associated with the project.

2.8 Budget Allocation

The total project budget is \$24,500 + GST, allocated as follows:

- \$5,000 for artist fees
- \$2,000 for mentorship
- \$2,500 for signage
- \$5,000 for materials
- \$8,000 for construction
- \$2,000 for installation

The selected artist will receive up to \$5,000 ex GST for the design commission, payable upon satisfactory submission of the final artwork design.

3. Submission Instructions

Artists should submit their application addressing the criteria and requirements outlined below to giana.covella@sdwk.wa.gov.au or in person at the Shire Administration or online (<https://www.sdwk.wa.gov.au/forms/rfq-artists-for-sculptures-on-the-marsh/28>).



4. Assessment criteria and submission requirements

Artists are to respond to all criteria items in their Proposal/Quotation submissions.

| Selection Criteria | Weighting | Submission Requirements |
|--------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Creative response to the brief | 40% | Maximum 4 A4 pages including images. Provide an outline of the cultural and creative approach, detailing steps taken to consult cultural advisers if Indigenous Cultural Intellectual Property is used. |
| Value for money | 15% | Maximum 1 A4 page. Provide a budget of up to \$5,000 (ex GST) including all costs to develop and deliver the artwork design. |
| Methodology and timeline | 15% | Maximum 1 A4 page. Outline the approach and timeline for delivering the final artwork design, confirming availability within the project timeline. |
| Experience and capacity | 30% | Maximum 1 A4 page summary plus supporting materials. Detail the artist's experience and capacity to deliver similar projects. Include up to 5 digital images of recent projects and artist profiles/CVs (maximum 2 A4 pages each). |

5. Additional Assistance

A response template is provided on the Shire website (<https://www.sdwk.wa.gov.au/forms/rfq-artists-for-sculptures-on-the-marsh/28>) to assist applicants. Use of the template is optional. For further assistance, contact the Shire at (08) 9191 0999. Allow at least one full working week prior to the submission deadline for staff assistance.

6. Key dates

| | |
|-----------------------------|------------------------------------|
| RFQ Opens | Wednesday 28 August 2024 |
| RFQ Closes | Friday 11 October 2024 |
| Stage 2 – Submission Review | Monday 14 - Friday 25 October 2024 |
| Stage 2 – Council | 28 October - 28 November 2024 |
| Notification of Outcome | Monday 2 December 2024 |
| Stage 3 | By December 20, 2024 |
| Stage 4 | Friday 28 February 2025 |
| Stage 5 | By end May 2025 |
| Stage 6 | By June 2025 |



7. Offer Form

I/We (Registered Entity Name): _____
(BLOCK LETTERS)

of: _____
(REGISTERED STREET ADDRESS)

ABN _____ ACN (if any) _____

Telephone No: _____

E-mail: _____

In response to Request for Quotation (RFQ)

I/We agree that I am/We are bound by and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions contained in this Request signed and completed.

The responded price is valid up to ninety (90) calendar days from the date of the RFQ closing.

I/We agree that there will be no cost payable by the Principal towards the preparation or submission of this Response irrespective of its outcome.

The consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this RFQ.

Date _____

Signature of authorised signatory of Respondent: _____

Name (BLOCKLETTERS): _____

