

## Request for Quotation (RFQ) – Vivid Sydney Light Walk Lighting Overlay & Vivid School Light Installation Management

### **Request:**

Destination NSW is seeking an itemised quotation for the provision of Vivid Sydney **Light Walk Lighting Overlay & Vivid School Light Installation Management** for Vivid Sydney 2020 - 22 May to 13 June 2020 with an option for Vivid Sydney 2021 (option to be exercised at Destination NSW discretion).

Destination NSW may execute an option to renew the agreement for the second period in 2021, based on the successful applicant's submitted quotation, at its discretion. If this option is exercised, written notice will be provided no later than 60 days after the conclusion of Vivid Sydney 2020 and a new contract executed.

Please note, there is no obligation for Destination NSW to exercise the option for Vivid Sydney 2021 and all potential applicants must plan accordingly for this. Should a variation in period or supply of services be required, a quote variation will be sought from the successful Service Provider.

### **Background on 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 'Event'), 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 features 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 17 February 2020 (AEST)
<b>RFQ closing date</b>	<b>10:00am, Thursday 20 February 2020 (AEST)</b>
Successful Service Provider notified	Week commencing Monday 24 February 2020
Unsuccessful Service Provider(s) notified	Week commencing Monday 2 March 2020
<b>Commencement of Contract</b>	<b>Monday 2 March 2020 (TBC)</b>

### **Selection Criteria:**

Evaluation of all received proposals will be based on your response to the following criteria:

<b>Criteria</b>	<b>Weighting (%)</b>
Value for Money.	30%
Relevant qualification(s), certification(s) and experience of proposed staff and / or key personnel	20%
Demonstrated experience in designing, scoping and managing the delivery of turnkey lighting treatments for multi-day, outdoor major events and festivals across multiple precincts.	30%
Proven ability to deliver services within agreed project timeframes and budgets	15%
Compliance with this Request for Quotation	5%
<b>TOTAL</b>	<b>100%</b>

### **What Destination NSW requires:**

Please provide the following:

1. A written response which addresses the Request for Quotation, in particular the Selection Criteria and Specifications of Services outlined in Annexure A (attached)
2. A detailed, itemised quotation for Vivid Sydney 2020 Light Walk Lighting Overlay and, the Vivid School Installation in the Royal Botanic Garden outlined in Annexure A.
3. A detailed rate card for additional equipment and labour services.

### **Clarification of requests for quotes:**

If you require clarification on the above request, please contact only via email:

Brad Gander – Event Operations Manager, Vivid Sydney  
[brad.gander@dnsw.com.au](mailto:brad.gander@dnsw.com.au)

Please note that any clarification will also be granted to any/all other interested Service Providers.

### **Lodgement Details:**

Please email your application, quotation and supporting documentation to:

Neville D'Costa – Director, Procurement & Legal  
[neville.dcosta@dnsw.com.au](mailto:neville.dcosta@dnsw.com.au)

## ANNEXURE A

### SCOPE

Destination NSW seeks the services of a Service Provider to deliver a turnkey solution in the provision of lighting equipment, installation, programming, maintenance and removal of the Vivid Sydney Light Walk Lighting Overlay and, the installation, programming, maintenance and removal of the Vivid School installation Patterns in Nature in the Royal Botanic Garden Sydney.

#### Key Timeline:

Event Delivery and Completion:

- 11 May 2020 – Bump In commences
- 15–17 May 2020 – Programming
- 18-21 May 2020 – Event previews (exact timings differ across Vivid Sydney sites)
- 22 May-13 June 2020 – Vivid Sydney
- 25-28 May 2020 – Install Vivid School sculptures in the Royal Botanic Garden Sydney from 12pm – 5pm
- 14-18 June 2020 – Bump Out

#### Event Precincts:

The Vivid Sydney 2020 precincts applicable for this request quotation are:

- **Circular Quay** (including the area between Alfred Street and Bridge Street bordered by George Street through to Macquarie Street)
- **The Royal Botanic Garden Sydney** entrances/exits to Macquarie Street between Bridge Street and the Sydney Opera House
- **The Rocks** (including George Street between Alfred Street and Lower Fort Street, Quay West Road, Playfair Street, Kendall Lane, Mill Lane, Harrington Street, Jack Munday Place and Argyle Street between Jack Munday Place, Argyle St and Lower Fort Street)

### Specifications of service required:

The Lighting Services Service Provider will work collaboratively with the Vivid Sydney Operations Manager, Vivid Sydney Production Manager, and the Vivid Sydney Technical Manager to successfully support the design, planning, organisation, and coordination of lighting services for precincts that are produced and operated directly by Destination NSW.

Lighting Equipment:

- 102 x Outdoor Led Par with associated rigging
- 48 x Outdoor COB Led Par with associated rigging
- 156 x EX36 Led Floods with associated rigging
- 12 x Outdoor Led Bar wash with associated rigging
- 12 x Moving head Profile units with ripple effect, associated rigging & Waterproofing
- 300m Led Festoon with associated rigging
- Up to 30 x 3m Pipe on Boom base with theatre weights
- Up to 30 x 300mm x 300mm x 300mm Black timber box to cover weights
- 20 x 3m truss verticals with base plates and weights internally
- 20 x DMX Recorders
- 2 x lighting consoles for Programming DMX recorders

- 1 x Main lighting console Vivid School with ability of 8 DMX outputs & mapping and all associated networking
- All associated power distribution & mains cable
- All associated cabling & data distribution
- All consumables and weather proofing

#### **Event requirements:**

- All maintenance during the event
- Lighting to be operational from 6pm – 11pm each night during the Event
- Supply of two (2) onsite representatives each night of operation 4pm – 12am
- Issue daily report back to the Event Control Centre during the event period
- An experienced Lighting Programmer that is available for pre-production briefing, Programming each area and available for updates when required.

#### **General items:**

- The following expectations apply to all Service Providers delivering services: All staff are expected to provide their own meals, drinking water (no single use plastics) and travel to and from the Event site throughout the Contract period. All staff are to ensure they adhere to Destination NSW sustainability guidelines
- All staff are expected to arrive in suitable worksite clothing and provide basic PPE such as work-boots, appropriate site clothing, hats and sun-protection.
- All staff are expected to represent Vivid Sydney and key stakeholders in a professional manner. This includes:
  - Being clean and presentable at all time
  - Wearing/displaying any provided identification/accreditation at all times
  - Conforming to a Contractor Code of Conduct as provided by Destination NSW
- All staff are expected to undertake any reasonable action to ensure the preservation of public property and natural environment of the sites worked on.
- All staff are expected to ensure that a high standard of Work Safety is adhered to at all times, and report and incidents, accidents or near misses as they occur.
- All staff are expected to only carry out work if they have the relevant skills, knowledge, training and experience to do so. For the avoidance of doubt this includes holding the relevant certifications/licenses/qualifications for any work being completed on site and providing copies of such licenses to Destination NSW on request.
- All staff are expected to have completed an online induction(s) ahead of arriving onsite for work and should be able to produce evidence of such completion if requested.
- All staff are expected to be aware of the relevant health and safety risks onsite, and the way those risks are managed. The Service Provider must have their own work, health and safety procedures and must provide evidence of this to Destination NSW.
- All staff are expected to arrive promptly for their shift, allowing suitable time to sign on and prepare for work ahead of the rostered shift commencement.
- All staff are expected to diligently sign in and out on every shift using the designated staffing processes.
- Provide a risk assessment, SWMS and strategic risk register.

The successful Service Provider must provide;

- Appropriate product liability and public liability insurance. Minimum \$20 million (AUD). Destination NSW to be noted as an interested party.
- Appropriate professional indemnity insurance. Minimum \$10 million (AUD).
- The Service Provider must provide copies of all relevant Safe Work Method Statements (SWMS).
- The Service Provider must provide the appropriate Workers Compensation Insurance, as required by law.
- Service Provider must adhere to all relevant laws and regulations, including the Commonwealth Modern Slavery Act.
- Service Provider must have qualifications, licencing and accreditations relevant to undertake the works detailed herein. Copies to be provided to Destination NSW.
- All costs in preparing/responding to this request for proposal are borne wholly by the proponent
- Goods/Services provided must be of the highest quality
- Goods/Services must be guaranteed and fit for purpose
- The goods/services provider must provide a registered and current Australian Business Number (ABN) or Australian Company Number (ACN)
- Service Provider/s must have qualifications, licencing and accreditations relevant to undertake the works detailed herein. Copies to be provided to Destination NSW.

#### **Key Considerations:**

The successful Service Provider will be required to enter into a contract with Destination NSW which includes, but is not limited to the following terms:

- Indemnifying Destination NSW for all work carried out by the successful Service Provider and/or any sub-contractor/s contracted by the successful contractor/s.
- Abiding by a contractor/s code of conduct as issued by the NSW Government.
- The terms and conditions and deliverables of this request for quotation apply to any sub-contractor/s engaged to assist in the delivery of this project. All proposed sub-contractor/s must be approved in writing by Destination NSW prior to engagement.
- 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 Service Provider 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.
- 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 Service Provider, with such termination being effective upon expiration of the 30 day period. Destination NSW is not liable for any payments to the Service Provider beyond the 30 day notice period, and such amount will be received by the Service Provider 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.

#### **Destination NSW will provide the following:**

Destination NSW will provide the following to the successful Service Providers delivering the outcomes outlined above:

- A limited number of Event radios and accessories as agreed by Destination NSW
- Footprint/grid map of the Vivid Sydney Precincts
- Any plant, equipment and infrastructure required to deliver the Event
- All Power supply in nominated locations by Destination NSW
- All relevant Engineering certificates
- Access to any mandatory online inductions and training systems
- A Site shed to store relevant spares and control equipment during the event period
- Lighting plan and programing information for each location