

Request for Quotation – Vivid Sydney 2022 Central Station Concourse Production Services

Request:

Destination NSW is seeking responses and an itemised quotation for the provision of **Central Station Concourse Production Services** for **Vivid Sydney 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 agency, champion, and voice for the visitor economy within the NSW Government.

Spearheading a whole-of-government approach to visitor economy growth, Destination NSW is responsible for leading the delivery of the NSW Visitor Economy Strategy 2030 in partnership with government and industry.

Destination NSW influences and shapes the visitor economy through strategic research, policy and thought leadership, stakeholder engagement and consultation, commercial partnerships and investment in visitor experiences, business support, marketing and events.

Investing in a world-class events calendar to maximise economic and social benefits and, position NSW as the events capital of the Asia Pacific, is a key strategic pillar of the Visitor Economy Strategy 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 positioning Sydney as the creative capital of the Asia Pacific and, instrumental in driving visitation to Sydney and stimulating the city's visitor economy (the 'Event'). For more information visit: www.vividsydney.com

Period:

Destination NSW requests an itemised quotation for services detailed in this RFQ document, during the period outlined below:

Period 1 Vivid Sydney 2022	On signing of agreement to completion of services
-------------------------------	---

Timeline:

Deadline for receipt of clarification requests	10:00am on Friday 06 May 2022 (AEST)
RFQ closing date	10:00am on Weds 11 May 2022 (AEST)
Assessment	Week beginning Monday 16 May 2022
Successful contractor notified	Week beginning Monday 16 May 2022
Unsuccessful contractor(s) notified	Week beginning Monday 16 May 2022
Commencement of Contract	18 May 2022

Selection Criteria:

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

Criteria	Weighting (%)
Value for money	25%
Demonstrated experience in designing, scoping and managing the delivery of “turnkey” audio and lighting systems for multi-day, outdoor major events and festivals across multiple precincts.	20%
Demonstrated financial capacity to provide key equipment/materials as specified in Annexure B	20%
Proven ability to deliver services within agreed project timeframes and budgets as well Australian standards and legislation	20%
Relevant qualification(s), licence(s), certification(s) and experience of proposed staff and/ or key personnel	10%
Compliance with this Request for Quotation	5%
TOTAL	100%

What Destination NSW requires:

Destination NSW requires itemised quotations which address the items in Annexure A i.e. Specification of Services, Key Considerations and General Items. Attention must also be directed towards the Selection Criteria.

1. A written response of no more than four (4) pages which addresses the Selection Criteria and Specifications of Services outlined in Annexure A. An itemised all-inclusive quotation and/or rate card for period 1 as outlined in Annexure A which ever applicable, inclusive of all charges.
2. Company capability statement / portfolio/ Current curriculum vitae including details for two (2) referees.

Destination NSW may opt not to engage with the successful contractor on specific elements of this request for quotation due to ongoing operational variations.

Clarification of Requests for Quotes:

If you require clarification on the above request, please click [here](#) to email the Vivid Sydney team.

Please note that any clarification will be given to the other contractor that have been offered the opportunity to provide a quote. Clarification Addendums will be posted via the [Work with Us](#) page on the Vivid Sydney website.

How to respond to a Request for Quotation (RFQ):

Please review the relevant RFQ documentation, Clarification Addendums, Frequently Asked Questions and Terms & Conditions prior to preparing your response.

Respondents should address the specific requirements of the services and, the selection criteria detailed within the RFQ documentation. Answers and supporting documentation will need to be uploaded via the Vivid Sydney Website using the [Apply Now](#) button.

Please ensure that you have prepared a separate PDF document for each of your responses to the selection criteria.

NB: This form cannot be saved or changed after submission, please ensure that you check the accuracy of your information prior to submitting.

ANNEXURE A

SCOPE

Destination NSW Vivid requires a turnkey production solution integrating Staging, Audio and Lighting on the Central Station Concourse in a pre-determined location. This system will be utilised during the Vivid Sydney 2022 program on (4) consecutive Saturday nights only.

System to include but not limited to:

- Audio and Lighting control from side of stage position.
- Audio Engineer and stage sound system including small foldback system and all additional equipment provided by the contractor.
- Set up and strike of supplied backline on 4 nights
- Full stage kit of Mics, Stands, DI's for bands up to 4 pax.
- Compact Lighting System incorporating front and rear wash/specials
- 4m x 3m x 600mm dressed stage with treads
- 4 vertical trusses – c/w black truss socks and appropriated rigging attachments for Lighting system.

There are 4 different acts performing in the precinct throughout the festival and full details of these shows are available on request.

All equipment to be set up each Saturday from 1100, performances between 1900 - 2200

Bump out each Saturday night from 2230, noting truck access from 0000.

The successful Contractor is to minimise disruption during bump in and bump out whilst at Central Station due to it being a working transport hub.

The successful Contractor is to undertake any induction by Transport for NSW and/or Destination NSW.

Opening night of Vivid Sydney is the 27 May 2022.

Draft Schedule -

24 May 2022 – 1300 commence bump in- test set up

24 May 2022 – 1900 System ready for testing/sound checks

24 May 2022 – 2200 Strike test set up

28 May 2022 – 1100 commence bump in

28 May 2022 – 1630 System ready for testing/sound checks/ show

28 May 2022 – 2230 Strike

28 May 2022 – 0100 Site Clear

04 June 2022 – 1100 commence bump in

04 June 2022 – 1630 System ready for testing/sound checks/ show

04 June 2022 – 2230 Strike

04 June 2022 – 0100 Site Clear

11 June 2022 – 1100 commence bump in

11 June 2022 – 1630 System ready for testing/sound checks/ show

11 June 2022 – 2230 Strike

11 June 2022 – 0100 Site Clear

18 June 2022 – 1100 commence bump in

18 June 2022 – 1630 System ready for testing/sound checks/ show

18 June 2022 – 2230 Strike

18 June 2022 – 0100 Site Clear

Within this RFQ, the Contractor can propose:

- 1) Full range PA System, Foldback System, Full stage kit of Mics, Stands, DI's for bands up to 4 pax, a lighting system to suit and portable stage in a similar configuration to 4m x 3m x 600mm
- 2) Rate card for addition labour and Equipment costs
- 3) Set up, sound checks, Shows and strike for 4 nights for Live acts and one test program night
- 4) Nightly pack down and clear site.

The audience location is –

- Concourse – Central Railway Station, Sydney.



SPECIFICATION OF SERVICES

The Contractor is to provide an itemised quotation for the scope as above.

Services are to include but not limited to:

- The systems must be secure and include ground protection and ballast as required
- Associated rigging equipment including truss, and cable management
- Labour for installation, operation and removal each night - (4) Saturdays during the festival
- Riggers, engineering certificates and sign off for any associated truss structures
- Systems technicians with sufficient skills and experience.
- Desk operators for rehearsals/sound checks and shows
- Audio Monitoring during soundcheck and shows
- Consideration of adjacent stakeholders throughout the precinct

Please note, that audio checks and lighting checks can only proceed after confirmation of the details are approved by Destination NSW. These need to be carefully managed in all precincts.

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 workers compensation insurance – as required by law.
- The Contractor must adhere to all relevant laws and regulations, including the Commonwealth Modern Slavery Act.
- The Contractor must provide an Australian Business Number or Australian Company Number.
- The Contractor must conduct and provide a valid risk assessment and Covid-19 safety plan.
- Contractor/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 contractor 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 contractor and/or any sub-contractor/s contracted by the successful contractor.
- 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 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.
- 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, with 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.

DESTINATION NSW WILL PROVIDE

- Specialist plant and equipment (e.g. scissor lifts, trolleys) where planned works require these resources on site.
- Radio communication equipment (as reasonably provided by Destination NSW) for use throughout the Event Period if required.
- Audio content as required
- Power - Please provide power locations and requirements within RFQ
- Bump in/out schedule
- Asset Security within reason