

# Request for Quotation – Event Producing Services, Outdoor Music Stages, Vivid Sydney 2023

## Request:

Destination NSW is seeking proposals from music companies and event producers to provide contracting and talent management services for outdoor public music stages during Vivid Sydney 2023.

**Please Note: This is not a position of employment but a contract for the supply of services. Companies who can propose a person for this contract, or sole traders are equally encouraged to apply.**

## Background on 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, ideas and food 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](http://www.vividsydney.com)

## 2023 Creative Direction

The creative direction for Vivid Sydney 2023 is **Vivid Sydney, Naturally**. Please refer to the 2023 Creative Overview document for further information ([link to document](#))

## Timeline:

Please submit your proposal/s for consideration for Vivid Sydney 2023 by **10am on Friday 21 October 2022**

## Selection Criteria

Criteria	Weighting (%)
Value for money for the project scope	25%
Demonstrated experience in management of large-scale multi-day music stages.	30%
Demonstrated experience in contracting and administration of artists of various profiles, demographics and genres	30%

Established contacts with artists, agencies, promoters and management and knowledge of a wide range of musical acts including contemporary artists, nightclub DJs and children's performers	10%
Compliance with Request for Quotation	5%
<b>TOTAL</b>	<b>100%</b>

Projects will be selected on merit and strength of the proposal at the discretion of the Vivid Sydney Festival Director, Vivid Sydney Music Curator, Music Producer and other relevant Destination NSW team members.

### **What Destination NSW requires**

Please provide:

- Proposal which addresses the items in Annexure A and specifications of services required
- Itemised quotation
- Key considerations and general items.
- Resume outlining experience with similar project delivery

Attention should also be directed towards the selection criteria.

### **Clarification of requests for proposals:**

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

Julian Ramundi, Producer, Vivid Music

[Julian.ramundi@dnsw.com.au](mailto:Julian.ramundi@dnsw.com.au)

Please note that any clarification will be given to the other organisations that have been offered the opportunity to submit a proposal.

### **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.

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**

### **Background:**

Vivid Sydney is a unique annual event of light, music ideas and food, featuring the world's best creative minds through thought-provoking talks, a mesmerising free public exhibition of outdoor lighting installations and projections, a cutting-edge contemporary music program and the spectacular lighting of Sydney's iconic buildings and other CBD locations. The creative direction for 2023 is *Vivid Sydney, Naturally*.

**Vivid Music** comprises an extensive series of live performances and cross genre musical collaborations featuring some of the world's most renowned musicians. The program includes

cutting-edge contemporary music events from local and international acts at various venues across the city.

### Specifications of proposal required:

Destination NSW is seeking proposals from music companies and event producers to deliver contracting, talent and stage management for outdoor music stages during the Vivid Sydney dates – Friday May 26 to Saturday June 17 2023 - across multiple locations, yet to be determined:

#### Live Music Stage:

A live music stage will host evening live performances and DJs across the below timelines each week:

- Sunday – Tuesday: DJs from 6pm - 10pm
- Wednesday – Friday: Two live acts starting from 7pm.
- Saturday: Up to four live acts, with additional children's performances beginning in the afternoon.

\*\*An additional evening of live music will feature on Sunday 11 June, with up to four acts performing.

The above comprises of 23 nights of live entertainment, including 15 live event dates and 8 DJ only evenings.

#### DJ Stage:

This stage will feature DJs on each night of the festival, between 6pm – 11pm.

Curation of all live acts and DJs will be undertaken by the Vivid Sydney Programming team, with a list of preferred artists and ballpark costs given to the Contractor to finalise bookings and manage scheduling.

#### Additional Live Stage – TBC

An additional public live music stage to be determined, featuring live music and roving acts on Friday and Saturday evenings between 6pm and 10pm.

The Contractor will undertake the deliverables below through the course of the contract:

- Final fee negotiation and contracting of talent.
- Management of the event schedule in consultation with the Vivid Sydney Programming team.
- Replacement of artists who may become unavailable, liaising with agents and management as well as the Vivid Sydney team.
- Collection of artist information including technical and hospitality riders, artist bios, images and marketing materials.
- Creating and sending of all production-related documents including artist worksheets, working in consultation with the Vivid Sydney Programming and Operations teams.
- Communication of music brief and code of conduct.
- Managing talent for any promotional requirements at program launch, festival launch, pre and during festival dates.
- Management of talent budget and payments of all artists and stage management
- Informing artist management of any filming being undertaken at each event site.
- Collection of track / song lists for One Music reporting.
- Collection of talent information for event research purposes including age-range, city of origin and gender information.
- Organising stage managers and booking rosters for each site and event date, in consultation with the Vivid Sydney Operations team.

**Destination NSW will manage the below elements:**

- Venue bookings
- Technical production, including backline hire
- Road closures and event operations
- Curatorial services
- Marketing, PR and promotion of the events

Talent line up, copy and images must be confirmed and supplied by **Friday 10 February 2023**, ready to announce as part of the Vivid Sydney Program Launch in **mid-March 2023** (exact date TBC).

**Please submit the below documentation for consideration:**

- Response to the selection criteria
- Budget including artist / talent fees, stage management and producer fees
- Details on the event timeline and delivery
- Business credentials or resume containing details of two referees

**General items:**

- The service provider must provide appropriate product liability and public liability insurance. Min \$20 million.
- Goods/Services provided must be of the highest quality
- The service provider must provide an Australian Business Number or Australian Company Number.

**Key Considerations:**

- The successful service provider will need to enter a contract 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 service provider agrees 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
  - Compliance with Modern Slavery legislation in Australia
  - Abiding by a supplier's code of conduct as issued by the NSW Government

**Destination NSW will provide the following:**

- Curatorial approval on all programming