

Request for Quotation – Event Programming and Producing Services, Vivid Sydney Supper Club 2023

Request:

Destination NSW is seeking proposals from theatre, entertainment and event producers to curate and deliver the **Vivid Sydney Supper Club** to be held 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

2023 Creative Direction

Vivid Sydney's creative direction for 2023 is ***Vivid Sydney, Naturally***. Please refer to the Vivid Sydney 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 concept or program scope	25%
Proposal showcases high profile and emerging artists across music, cabaret, comedy and performance that speaks to the Vivid Sydney theme for 2023 – <i>Vivid Sydney, Naturally</i> - and has the potential to attract visitation from outside of Sydney	30%

Potential to engage with/showcase all Vivid Sydney pillars – Music, Ideas, Light and Food	30%
Potential to engage a wide audience demographic and attract publicity based on concept and proposed talent line up	10%
Compliance with Request for Quotation	5%
TOTAL	100%

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 programming and 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

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, bespoke food events and the spectacular lighting of Sydney's iconic buildings and other CBD locations. The

creative direction for 2023 is *Vivid Sydney, Naturally*. (see link above for outline of creative direction)

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.

Vivid Food is a new program involving unique food experiences that incorporate other elements of Vivid Sydney such as light, music or ideas. Vivid Food celebrates Sydney and NSW food, producers and chefs with events and activations in a variety of CBD venues.

Vivid Ideas encompasses public talks, Keynote presentations, industry seminars, conferences, workshops, events, activations and performances and provides a forum for the creative industries to collaborate, foster business connections and showcase new ideas. The Vivid Ideas program generally includes an internally produced program of medium to large-scale talks and events alongside external events and projects.

Specifications of proposal required:

Destination NSW is seeking proposals from theatre, event and entertainment producers to curate and deliver the **Vivid Sydney Supper Club**, to be held in a CBD music venue during the 2023 festival.

The Vivid Sydney Supper Club is a late-night entertainment destination featuring live music, cabaret, and variety performances. Shows will run from approximately 9pm – 1am each Friday and Saturday night for a nightly audience of up to 200 seated guests.

Event dates:

- Friday 26 May / Saturday 27 May
- Friday 2 June / Saturday 3 June
- Friday 9 June / Saturday 10 June / Sunday 11 June
- Friday 16 June / Saturday 17 June

The Producer is required to deliver the below services:

- Suggestion and curation of talent and performances, in consultation with and approval of the Vivid Music team and Festival Director.
- Suggestion of potential additional program curators for special events or single-night programs (pending overall creative direction and budget).
- Performance schedules, including replacement of talent who are unable to perform due to illness or other reasons.
- Contracting and negotiation of all talent appearing at the Vivid Sydney Supper Club.
- Payment of talent fees; reconciliation and management of talent budget.
- Assistance in arranging and organising promotional appearances / interviews by talent during program launch, pre-festival and festival period.
- Liaison with venue production and Vivid Sydney production teams to facilitate artist technical requirements.
- Liaison with venue management on arrangement of artist catering.
- Creation and delivery of artist worksheets including load-in, sound check and performance information.
- Provision of unannounced and / or surprise appearances of profile talent throughout the program, pending budget.
- Inclusion of Vivid Sydney program talent in the Supper Club line up where possible

- Provision of a stage manager for each event, and management of rosters for this role. Stage Manager to be approved by Vivid Sydney

The below will be provided by Vivid Sydney and is not to be included in this application:

- Marketing and PR for the events
- Ticketing and Box Office management
- Styling of the space
- The event venue will include a stage, PA with microphone kit and basic lighting. Venue will include operators for each event.

All ticketing revenue will be collected and retained by Vivid Sydney.

Proposals should feature a mix of established, high profile and emerging artists in various genres. Each evening should feature headline talent and a support artist, as well as additional spot performances or floorshows. Entertainment must be continuous throughout each evening, and may include provision of a house band, DJs or other teams of musicians.

We are also looking for surprise or unannounced appearances from high-profile talent and talent featured in the wider Vivid Sydney program, pending budget and where possible.

Headline artists must have exclusivity to Vivid Sydney for live performances during the festival dates, unless there is a significant point of difference compared to other appearances.

Talent line ups must be confirmed by **Friday 10 February 2023**, ready to announce as part of the Vivid Sydney Program Launch in **March 2023** (exact date TBC).

Please submit the below documentation for consideration:

- Event concept including proposed artist line-ups, schedule and any additional creative elements.
- Response to the selection criteria.
- Budget including artist/talent fees and curator / producer fee and Stage Manager fee
- Details on the event production and delivery

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:

- Promotion of the event as a major drawcard as part of the Vivid Sydney 2022 festival program
- Assistance with venue negotiations.
- Curatorial approval on all programming