

Request for Quotation – Event Rigging Services Vivid Sydney

Request:

Destination NSW is seeking applications and itemised quotations for the provision **Event Rigging Services** for Vivid Sydney 2025, with options to renew for Vivid Sydney 2026 and Vivid Sydney 2027.

Please note this is not a position of employment but a contract for the supply of services.

Destination NSW:

Destination NSW is the lead agency, champion and voice for the visitor economy within the NSW Government. Vivid Sydney, the Southern Hemisphere's leading multi-artform festival, transforms Sydney into a vibrant hub of creativity, innovation and community connection. Proudly owned by Destination NSW, Vivid Sydney showcases NSW's cultural vibrancy and positions it as a global leader in artistic innovation. For more information visit: www.vividsydney.com.

Timeline:

Deadline for receipt of clarification requests	10:00am on Friday 29 November 2024 (AEST)
RFQ closing date	10:00am Monday 9 December 2024 (AEST)
Successful contractor notified	Week commencing 16 December 2024
Unsuccessful contractor(s) notified	Week commencing 16 December 2024
Commencement of Contract	Monday 13 January 2025

Period:

Destination NSW requests three (3) separate and itemised quotations, for the services detailed in this document, for each of the following Periods.

PERIOD 1: Vivid Sydney 2025	On signing of agreement to completion of Services as outlined in the schedule attached
PERIOD 2: Vivid Sydney 2026	On signing of contract variation to completion of Services as outlined in the schedule attached
PERIOD 3: Vivid Sydney 2027	On signing of contract variation to completion of Services as outlined in the schedule attached

Destination NSW will advise the successful supplier in writing within 90 days of the contract period ending if it wishes to exercise the option to renew the contract for the Option. If the Option is not exercised, Destination NSW has no further liability to the successful supplier. If the Option is exercised, the terms and conditions set out in the contract will remain in full force and effect unless otherwise varied by agreement in writing.

Selection Criteria:

Criteria	Weighting (%)
Value for money	30%
Relevant qualification(s), certification(s) and experience of proposed staff and / or key personnel	25%
Demonstrated experience in designing, scoping and managing the delivery of complex rigging requirements for multi-day, outdoor major events and festivals across multiple precincts.	25%
Proven ability to deliver services within agreed project timeframes and budgets	15%
Compliance with this Request for Quotation	5%
TOTAL	100%

What Destination NSW requires:

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

1. A written response of no more than two (2) pages which addresses the Selection Criteria and Specifications of Services outlined in Annexure A
2. An itemised quotation for Period 1 including:
 - a. Review of Services to provide cost estimations (January - February 2025)
 - b. Pre-Production (February – April 2025)
 - c. Event Period (May – June 2025)
3. An itemised quotation for Period 2 (at Destination NSW discretion) including:
 - a. Review of Services to provide cost estimations (September – December 2025)
 - b. Pre-Production (February – April 2026)
 - c. Event Period (May – June 2026)
4. An itemised quotation for Period 3 (at Destination NSW discretion) including:
 - a. Review of Services to provide cost estimations (September – December 2026)
 - b. Pre-Production (February – April 2027)
 - c. Event Period (May – June 2027)
5. An itemised rate card for period 1, 2 and 3 as requested below within Annexure A for the Event Rigging Services within the Sydney CBD area.

Destination NSW reserves its rights to contract only part of the services above, or to not contract at all, depending on the outcome of ongoing operational variations.

Clarification of Requests for Quotes:

If you require clarification of this Request for Quotation, please click [here](#) to email the Vivid Sydney team.

Please note that any clarifications will be given to other contractors 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.

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

SPECIFICATION OF SERVICES

Destination NSW seeks the services of a contractor to provide compliant and certified Event Rigging services and support to Vivid Sydney Light Artists throughout the build, bump in, Event and bump out period of Vivid Sydney 2025 with an option for 2026 and 2027 (at Destination NSW discretion).

The Contractor will work collaboratively with the Production Manager Vivid Light, Technical Manager Vivid Sydney and Event Operations Manager Vivid Sydney to scope, plan, implement and deliver rigging services for program content, including light installations, large-scale activations and lighting / projection treatments.

The Contractor will be responsible for ensuring that program content is safely installed, operated and maintained during the Event period and will deliver a compliant rigging plan across multiple precincts.

The anticipated Precincts for these services include:

- Circular Quay
- The Rocks
- Campbells Cove & Hickson Road Reserve
- Sydney CBD North
- Martin Place
- Barangaroo
- Darling Harbour
- The Goods Line

Rate Card to be provided:

Contractor to provide rate cards for the provision of associated rigging equipment to include truss configuration options, ballast, tube and, fit, chain hoists, chain blocks and other top and bottom rigging kits to include, by way of example: shackles, slings, scaffold, clamps, and ratchet straps and any other necessary equipment.

Contractor to provide fixed hourly rate-cards for accredited, qualified and certified riggers, stagehands, plant operators, any other associated labour and transportation costs to Sydney CBD.

Please note: Rate Cards to be provided separately for 2025, 2026 and 2027.

Key Accountabilities:

- Event Rigging services in keeping with relevant ISO, Australian Standards and relevant legislation.
- Dedicated Project Administration manager for review of service, pre-production and event period.

- Liaison with Vivid Light Artists and provision of technical advice and assistance where required.
- Provide design and CAD drawings based on the Vivid Sydney requirements for review and approval by Destination NSW's nominated Engineering Contractor.
- Provision of suitably qualified and experienced labour required to successfully install, operate and maintain the Event Rigging Services across the Vivid Sydney footprint and associated Vivid Sydney venues.

Specific tasks are as follows:

- Prepare detailed equipment lists and provide relevant rigging equipment to deliver Vivid Light installations or treatments safely and to a high standard.
- Provide technical advice to Vivid Light Artists and other Event stakeholders as required throughout the build, bump in, Event and bump out periods. Provide input into Event technical and production documentation as directed or required.
- Be on call throughout the Event period to provide immediate technical support on both a pre-planned and as required basis.
- Provision of risk assessment and SWMS (Safe Work Method Statements).
- Completion of Destination NSW strategic risk register.
- Contribute to relevant stakeholder meetings including production, working group meetings and debriefs.
- Be able to take direction from Destination NSW or any other authorised third party.
- Must be able to work to strict deadlines and must have appropriate staff to facilitate the provision of services.
- Any other administrative duties as required or directed by Destination NSW to deliver the above scope of work.
- In consultation with Destination NSW's nominated Engineering Contractor develop methodologies against the Vivid Sydney Wind Management plan on derig and rereg procedures where required.
- The successful Contractor will be required to provide their own:
 - Laptop and any software to deliver the required services
 - Mobile phone, including costs associated with use
 - Staff recruitment, management, catering, uniforms or other staff engagement / benefit costs
 - Parking, travel and mobilisation costs
- Relevant rigging equipment as per cost estimations provided by the Contractor.

GENERAL ITEMS

The successful supplier must provide:

- Appropriate public liability insurance noting Destination NSW as an Interested Party. Minimum \$20 million (AUD (Australian Dollars)).
- Appropriate professional liability insurance. Minimum \$10 million (AUD).
- Appropriate workers compensation insurance, and any other applicable insurances and accreditations – as required by law
- An Australian Business Number or Australian Company Number.
 - High quality, guaranteed and fit for purpose Goods and Services
 - Qualifications, permits, licensing and accreditations relevant to undertake the works detailed herein. Copies to be provided to Destination NSW.
- Copies of all relevant Safe Work Method Statements (SWMS).
- Project specific risk assessment against Destination NSW provided template.

- Any other specific documents as required

The Supplier must ensure they adhere to all relevant laws and regulations applicable to the services, including the Australian Modern Slavery and Child Protection legislation.

KEY CONSIDERATIONS

The successful supplier will be required to enter into a Contract of Engagement 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 supplier 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.
- Indemnifying Destination NSW for all work carried out.
- Abiding by a supplier's code of conduct as issued by 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 supplier, such termination being effective upon expiration of the 30-day period. Destination NSW is not liable for any payments to the supplier beyond the 30-day notice period, and such amount will be received by the supplier 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.
- If the contractor does not perform the services required, the contractor is not entitled to receive any further payments and must if so required by notice in writing to the contractor by Destination NSW, repay to Destination NSW all payments made under this contract or such part of the payments as so demanded by Destination NSW with respect to expenses already incurred and services rendered to date and must make such repayment within 7 days of the date of such demand by Destination NSW or within such longer period as specified by Destination NSW.
- The use of sub-contractors to deliver parts of this work must include an outline of the proposed contracting structure in response to this Request for Quotation
- 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 and be compliant with any relevant legislation regarding payments.
- Any case studies and public presentations are to be approved by Destination NSW prior to use.
- Any costs incurred in preparing and submitting the RFQ are the responsibility of the Contractor.

DESTINATION NSW WILL PROVIDE

- Footprint/grid map of the Vivid Sydney Precincts
- Supplementary technical drawings and specifications for each installation and treatment
- Plant required to deliver the services
- Power required to deliver the services
- Access to any mandatory online inductions and training systems

