

REQUEST FOR QUOTATION

MUTCHILBA COMMUNITY HALL MURAL



Request for Quotation

PART 1 – PREAMBLE	
Mareeba Shire Council is requesting proposals from suitably experienced artists to design and paint an original visual artwork for the Mutchilba Community Hall.	
PART 2 – GENERAL INFORMATION	
1. Project details	MUTCHILBA COMMUNITY HALL MURAL
2. Communications by Applicants:	Communications regarding the procurement process must be submitted to Community Services by email: communitywellbeing@msc.qld.gov.au .
3. Submission of Quotation:	Written proposal including quotation must be submitted to Community Services by email: communitywellbeing@msc.qld.gov.au by 9am, Monday 25 September 2023.
4. Project Timeframe:	Indicative timeframes, to be negotiated with successful artist: <ul style="list-style-type: none">• Submission of scaled, coloured sketch design by 9am Monday 23 October 2023• Completion of artwork by 5pm Friday 22 December 2023.
5. Complaints	Complaints regarding the Procurement Process must be submitted to Development and Governance by email: info@msc.qld.gov.au .
PART 3 – PROCUREMENT PROCESS CONDITIONS	
The Procurement Process is governed by, and this Request for Quotation is to be read in conjunction with, the Procurement Process Conditions: <input checked="" type="checkbox"/> available for viewing or download from https://msc.qld.gov.au/council/tenders/	
PART 4 – CONTRACT	
<input checked="" type="checkbox"/> The contract with the successful Respondent shall comprise the documents identified as forming the contract in clause 4 of Mareeba Shire Council's Standard Terms and Conditions which can be found at https://msc.qld.gov.au/council/tenders/	
PART 5 – SCOPE	
Site The Mutchilba Community Hall is located at 3 Musumeci Street, Mutchilba (approximately 26km south-west of Mareeba). The facility is owned by Mareeba Shire Council and managed by Mutchilba Community Centre Inc. for community use. The artwork is to be painted directly onto the front wall of the Hall. The dimensions of the wall to be painted are: 21.6m length and 2.9m height. Excluding windows, serveries and public toilet door, the total area to be painted is approximately 51.7 m ² . The double, timber entrance doors should be incorporated into the overall design. The wall is constructed of concrete block. The paint work is in good condition and will be cleaned prior to the artist commencing work. The artist will be responsible for undercoating if required.	

Design Brief

“A montage reflecting the history of the agricultural industry in the Mutchilba region, including for example, the evolution of different crops farmed in the region and reference to the Mareeba – Dimbulah irrigation scheme.”

The artwork should reflect Mutchilba’s unique cultural heritage and create a distinctive sense of place for residents and visitors. The purpose of the mural is to enhance the visual appeal of this public space to improve liveability of the Shire.

Applicants are required to do their own research to inform artwork content and are directed to the Mareeba Shire Council Library local history collection. On request, contact details for the Mutchilba Community Centre Inc. can be provided.

Project Budget

Council has allocated a total budget of \$12,000 for this project.

PART 6 – Proposal Requirements

- ☒ Artists should submit a written proposal that addresses the following specific items:
- Short written design statement and optional visual sketch designs.
 - Demonstrated ability and experience creating original, quality artworks.
 - Availability to complete the artwork within the indicative timeframes.
 - Itemised schedule of fees, that may include:
 - Design fees (including one scaled, colour sketch design and one revision)
 - Artist fees / labour (including expected time required to paint mural)
 - Materials and equipment (including high quality exterior grade acrylic paint and clear coat)
 - Travel and accommodation expenses (if required)

