June 2018

**INVITATION TO QUOTE : Researcher: Developing a Contemporary Art Strategy in Glasgow**

**Glasgow Life on behalf of the Contemporary Art Strategy working group, is seeking tenders from individuals or organisations with knowledge and working experience of Glasgow’s contemporary art sector, to lead a consultancy process for the implementation of a new Contemporary Arts Strategy for the city.**

**The ideal candidate or organisation should be have a working knowledge of Glasgow’s contemporary art sector, and be able to consult with a broad range of organisations and practitioners in the city, ensuring the strategy is representative of the diverse nature and history of Glasgow’s arts ecology.**

**The successful tender will reflect on the strengths as well as problems facing organisations, artists and publics in terms of access to contemporary visual art, addressing advocacy across and within the City. The successful candidate will be responsible for drawing up an action plan cover 3 – 5 years, helping to inform the City Government’s aspiration to create a city-wide vision to develop a 25 year Cultural Plan.**

You are invited by Glasgow Life to bid for the provision of services detailed in this invitation to quote. Your response must be received by July 13th **by email to**

**Lorraine.wilson@glasgowlife.org.uk**

**Brief**

**To provide support for the development of a new Contemporary Art Strategy for Glasgow**

**This piece of work involves:**

* + **Consultancy with key groups across the city to assess strengths, weaknesses, opportunities and threats**
	+ **Providing consultancy on new approaches and working methods for a sustainable, diverse, collaborative and thriving visual arts**
	+ **Collation and analysing existing research, extracting Glasgow-specific data from national figures and reports**
	+ **Proposing a governance structure for the strategy that delivers a dialogue with key strategic and operational stakeholders**
	+ **Creating an action plan covering a 3-5 year period with equality at its heart**
1. **Background**

The recently launched Visitor and Tourism Strategy for the city has identified contemporary visual art as a major pillar to deliver the City’s ambitions. In relation to this strategy, and in addition to it, a contemporary art strategy which articulates the achievements and analyses structural problems is now critical. This strategy should propose new ways to maximise potential and to instigate change where required – working towards articulating Glasgow’s contemporary art vision to inform the City Council’s wider aims.

Since February 2017, a working group of stakeholders in the contemporary art sector has met with a co-operative approach to the development of a strategy for contemporary art in Glasgow. This working group has since:

* Proposed a draft vision (via a facilitated meeting on 24 April 2017)
* Identified relevant research
* Identified co-operative development opportunities, especially around marketing and advocacy

This research post’s outcomes should also be in parallel with and inform plans and commitments to culture elsewhere in the City, including:

* City Government’s aspiration to develop a 25-year Cultural Plan[[1]](#endnote-1) in line with the City’s values of Access, Equity and Excellence
* Tourism and Visitor Plan[[2]](#endnote-2) to 2023, in which contemporary art is identified as one of four key assets in Culture and creativity, as a driver of profile and visits

Draft vision

That Glasgow is globally recognised as a distinctive and thriving city of artistic production and engagement, in which contemporary art is central to people’s lives and to the success of the city.

Purpose of strategy

1. To achieve efficiency and advocacy across the city and with the City
2. To ensure that the contemporary art sector is robust enough to both survive and thrive
3. To take stock and ensure the visual arts is understood, respected and supported
4. **Role**

The following have been identified as initial areas of activity to be undertaken:

* Bringing together data on contemporary art practice in Glasgow, from existent material (e.g. SCAN survey for CS Visual Arts Sector Review in 2016)
* Undertaking a new analysis of the sector, identifying strengths, weaknesses, opportunities and threats. The selected candidate should identity and set up cluster groups to consult with as wide a range of practices and ways of working as possible. These cluster groups may include, but are not limited to:

 Artists

Artist-run spaces
Publics
Exhibition making organisations
Non exhibition focused spaces
Collecting
Commissioning
Commercial
Education
Studios and production facilities

* Review of case studies from other cities and networks
* A survey external to Glasgow, conducted via interviews, workshops, one to one meetings with relevant individuals outwith Glasgow
* The creation of a governance and organizational structure for the Strategy, which would facilitate agreement on an action plan to cover a 3-5 year period

**3) Person/Tender Specification**

|  |  |
| --- | --- |
| **KNOWLEDGE** | **ESSENTIAL (E)/ DESIRABLE (D)** |
| An understanding of and commitment to equal opportunities and to making the arts accessible to all | E |
| Critical knowledge of local and international contemporary arts practice | E |
|  | E |
| **EXPERIENCE** |
| A track record in producing and collating research for public use | E |
| Practical, working knowledge of Glasgow Visual Arts  | E |
| Proven initiative and creativity in working within a broad range of stakeholders | E |
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**3). Outputs and Milestones**

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| --- | --- |
| **Activity** | **Timescale** |
| **Tender Documents emailed** | **June 2018** |
| **Tender Returns** | **July 2018** |
| **Consultants appointed** | **July 2018** |
| **Research** | **August – December 2018** |
| **Presentation of outcome/ action plan** | **January 2019** |

It is the responsibility of all suppliers and individuals to ensure that their quotation response is received no later than the appointed time. Glasgow Life may undertake not to consider quotations received after that time.

Glasgow Lifeis not bound to accept the lowest priced or any quote and shall not be bound to accept the supplier as a sole supplier. Prices quoted shall remain firm for the duration of the contract. Value Added Tax (VAT) should be shown separately.

**Evaluation Criteria**

All submissions from suppliers will be scored on both price and quality. The contract will be awarded to the supplier who receives the highest total score. The overall Price/Quality split for this tender will be **20**%/**80**% respectively.

Any mandatory requirements or thresholds identified in the brief must be met before the submission will be evaluated further. You must address each of the evaluation criteria in your submission in order to receive a score.

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| --- | --- |
| **Quality Criteria**  | **Weighting %** |
| **Previous relevant experience**  | **20%** |
| **Relevant skills and qualifications of proposed team / individual** | **20%** |
| **Project Team Structure**  | **10%** |
| **Understanding of the specific project requirements detailed in the scope of services** | **20%** |
| **Methodology and approach proposed**  | **20%** |
| **Delivery / Timescales proposed**  | **10 %** |
|  |  |
| **Total** | **100%** |

Each of the criteria will be scored using the scale below:

0 - No response or wholly unacceptable;

1 - Partially unacceptable: Partially meets requirements, but with significant weaknesses;

2 - Acceptable: Largely meets requirements but with some weaknesses;

3 - Good: Fully meets requirements;

4 - Excellent: Exceeds requirements and adds value.

**Fees and Costs**

Rates and prices shall be deemed inclusive of all additional expenses howsoever incurred. Please complete the pricing schedule below.

It is envisaged that the budget range for both phases of this work **will not exceed £5000 excluding VAT but including expenses**.

The Project Manager will be David Laing of Glasgow Life. All enquiries should be directed in the first instance to Lorraine Wilson, Senior Arts Officer, Glasgow Life.

[www.lorraine.wilson@glasgowlife.org.uk](http://www.lorraine.wilson@glasgowlife.org.uk)

**Pricing Schedule**

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| --- |
| **Those quoting are required to complete the following proforma showing all of the costs associated with their quote. Any additional costs will not be considered.** |
| **Pricing Element** **(A day rate is based on a 7 hour working day.)** | **Total No. hours/ element** | **Price (excl VAT)** |
| **All Expenses** | **Day Rate -** **No of Days****Cost –** |  |
| Sub Total VATTotal  | **£****£****£** |

1. <https://snpforglasgow.scot/manifesto/culture/> - presented at the Cultural Summit on 12 September 2017 [↑](#endnote-ref-1)
2. <http://glasgowcitymarketing.com/tourism-and-visitor-plan/> [↑](#endnote-ref-2)