



**Qalipu**  
FIRST NATION

Request for Proposals

Qalipu Mural Project

**Deadline for Expressions of Interest:**

**December 18, 2024, 4:00pm NT**

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# 1. Project Overview

Qalipu First Nation (QFN) is seeking a Qalipu member artist to design a mural that represents the Band and the Mikmaq of Newfoundland and Labrador.

The project will use aluminum panels (such as Dibond), which the selected Artist's work will be transferred onto. The digital artwork that is submitted should be high-resolution file(s) or scalable vector-based artwork files.

This artwork is to be installed on the elevator shaft of QFN's main office location, 3 Church St., and the front of 1 Church St., Corner Brook. This location is visited by thousands of residents and visitors each year and overlooks the Majestic Lawn and the Mikwete'tm Garden.

The successful Artist will be responsible for the concept, digital design, and delivery of the mural within the and according to the objectives and specifications to follow. QFN will be responsible for the costs related to printing the artwork on the panels and the cost of professional installation.

## Project Objectives

The design concept:

- Will reflect the Mi'kmaw culture of Newfoundland and Labrador.
- Will instill the sense of arrival onto Indigenous territory when viewing the mural.
- Allow QFN members to see themselves reflected in the territory.
- Highlight the band office to both locals and visitors.

# 2. Project Specifications

- The underlying layer of the panels containing the mural will be made of an aluminum composite material. These panels will be installed on the elevator shaft on the front of the 3 Church St., and on the front of 1 Church St., of the Corner Brook QFN location (see Appendix A).
- The artworks are required to be colourful as bold and bright colours are less prone to fading over time.
- The artwork design must take into account appropriate levels of detail and scale for viewing by motorists, pedestrians and cyclists.

- The artwork must be original, and created by the submitting Artist/Artist Team
- Artwork must not contain content in breach of any intellectual property, trademarks, brands, or images of vulgar, offensive or illegal activity.

The successful Artist/Artist team will be responsible for the design, digital file creation and delivery of the mural within the timelines and according to the objectives set forth by QFN.

Responsibilities will include but are not limited to:

- If required, further develop and refine the design and file(s) to ensure the artwork meets the objectives and specifications of the project.
- Send regular updates to the following contact:

Lindsey Swift

3 Church St.

Corner Brook, NL, A2H 2Z4

[lswift@qalipu.ca](mailto:lswift@qalipu.ca)

- Completion of the mural, including working with the professional printer to test colour accuracy, resolution, and other relevant technical specs to ensure the final mural is a true replication of the approved artwork. Provide QFN with the final high-resolution artwork file(s) or scalable vector-based artwork file(s).
- Work with QFN to communicate and showcase project development and/or final results including attending a launch event on Spring or Early summer 2025 and speaking about the creation of the artwork.

### 3. Selection process

The Artist/Artist Team will submit as per the proposal requirements in Section 7, for assessment by a selection committee.

<b>Criteria</b>	<b>Weighting</b>	<b>Related Proposal Requirements</b>
Experience of Artis/Artist Team	25%	Prior experience delivering similarly-scaled projects, including experience with public art and digital file creation.
Relevance of Concept Design	35%	Description and sketch of design idea, including how it meets project objectives

Artistic Merit of Design Concept	40%	Description and sketch of design idea, including how it meets project objectives
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## 4. Pricing

Shortlisted artists selected from the applicants who submit an Expression of Interest will be paid a fee of **\$500** to create a detailed proposal. **This does not guarantee selection for the contract.**

Artist fee: **\$37,500.00 or \$7500.00 per panel**, inclusive of fees and taxes.

The total artist fee for the mural project is \$37,500.00 inclusive of fees and taxes. The total mural space is divided into five distinct panels, three segments of the elevator shaft, and two segments on 1 Church St. (as per Appendix A). This contract may be awarded to a single artist or divided between multiple artists or an artist group. If multiple artists are selected for this contract to individually create panels, the artist fee will be divided at a rate of \$7500.00 per panel. In the case of collaborative works, the artist fee will be divided fairly in consultation with the artist group.

## 5. Timeline

Deadline for receipt of expressions of interest	December 18, 2024
Notification to shortlisted artist to create detailed proposals	December 20, 2024
Deadline for receipt of detailed proposal	January 13, 2025
Deadline for artwork completion	March 14, 2025
Mural to be installed by	June 1, 2025

## 6. Proposal Requirements

### Step One: Expression of Interest

Please submit the following to [lswift@qalipu.ca](mailto:lswift@qalipu.ca), with “QFN Mural Expression of Interest” in the subject line. Submissions must be received before 4:00 p.m. NDT, Friday, December 18, 2024:

#### 6.1. Full contact information for Artist/Artist Team Lead:

- Name
- Band registration number
- Mailing address
- Telephone number
- Email address
- Any other relevant contact information

6.2. Link to Artist/Artist Team’s website or portfolio if applicable

6.3. 200-word Artist/Artist Team biography

6.4. C.V. for Artist/Artist Team Lead (and all team members, if applicable)

6.5. Portfolio of previous work:

- A minimum of five (5) images showing past relevant work (e.g., mural or other large-scale work, public art, etc.) that best illustrate a body of artwork related to the project (not less than 150 ppi).
- Documentation list: Clearly list each image file name to correspond with the submitted image file.
  - Include title, date, medium, size, and a brief description of the work.
  - For public artworks include the commissioning agent and budget.

6.6. Description and rough sketch/draft of your design idea, including how it meets the project objectives as described above. In your description, please indicate which panel(s) of the mural area you are envisioning, ex., Elevator Shaft (3 panels), 1 Church St. (2 panels), All spaces, Any area (1-5 panels).

### **Step Two: Detailed Proposal**

A shortlist of applicants will be invited to create a detailed proposal. If you are selected to submit a detailed proposal, please submit the following to [lsswift@qalipu.ca](mailto:lsswift@qalipu.ca), with “QFN Detailed Mural Proposal” in the subject line. Submissions must be received before 4:00 p.m. NDT, Monday, January 13, 2025.

The detailed proposal must include the following:

6.7. A detailed draft of your concept

6.8. Letter of intent and comprehension demonstrating the following:

- Artist/Artist Team’s interest in and approach to the project
- Project work plan/timeline
- Availability and capacity to work within the established timeline

6.9. Any additional requested information or clarification requested by QFN based on the Expression of Interest.

We encourage Artists/Artist Teams at various stages of their careers to apply. Artists’/Artist Teams’ experience managing similar sized projects will be considered by the selection committee but is not a requirement.

We are dedicated to inclusion, access, and openness in the application process. If you require any assistance with your application, please email [lsswift@qalipu.ca](mailto:lsswift@qalipu.ca).

## 7. Terms and Conditions

7.1. The successful Artist/Artist Team retains all rights to the work except ownership and possession. In view of the intention that the work in its final dimension shall be unique, the Artist/Artist Team shall not make any additional exact duplicate reproductions of the final work, nor shall the Artist/Artist Team grant permission to others to do so except with the written permission of the Qalipu First Nation as Owner. The successful Artist/Artist Team shall grant to the Qalipu First Nation and their successors an irrevocable license to make two-dimensional reproductions of the work for promotional, non-commercial purposes, including but not limited to reproductions used in advertising, brochures, media publicity, and catalogues or other similar publications.

7.2. Qalipu First Nation reserves the right to:

- Accept or reject any or all proposals received in response to this Request for Proposals
- Cancel and/or re-issue this Request for Proposals at any time

7.3. Proposals may not contain qualifications or conditions.

7.4. Qalipu First Nation or any of its associated entities shall not be obligated in any way to the Artist/Artist Team's response to this document. The Artist/Artist Team's costs related to the preparation of a response to the document shall be entirely the responsibility of the Artist/Artist Team. Expenses of any nature incurred by the Artist/Artist Team prior to the signing of an agreement or contract shall be the sole responsibility of the Artist/Artist Team and may not be charged to or claimed from Qalipu First Nation or its associated entities in any manner, shape or form.

7.5. The award of a contract from this Request for Proposals is conditional upon the successful Artist/Artist Team entering into an agreement to meet all obligations as required by the Request for Proposals. Qalipu First Nation is under no obligation to award a contract. Qalipu First Nation reserves the right to reject any or all proposals and to accept the proposal deemed most favourable in the interests of the Band.

7.6. The selected mural design concept may require amendment following the recommendation of award to ensure suitability with the materials, site, etc. in question. The final design is subject to acceptance by Qalipu First Nation.

7.7. The successful Artist/Artist Team's compensation, as outlined above, will be inclusive of any extra work required to amend the selected design.

7.8. All work completed under any contract resulting from this Request for Proposals shall become the property of Qalipu First Nation and the Artist(s).

7.9. Before submitting a proposal, the Artist/Artist Team shall carefully examine these terms of reference and fully inform themselves of all aspects of the project.

7.10. This procurement process is not intended to create a formal legally binding bidding process or what is commonly known as Contract A.

### Appendix A

3 Church Street

Panels will go on sections A. B and C





1 Church St.

Panels will go on sections D and E.

