

Per Cent for Art Scheme

Revenue Offices, Kilrush Road, Ennis, Co.Clare

January 2014

General Information

The Office of Public Works (OPW) is undertaking a phased upgrade of the Revenue Offices in Government Buildings, Kilrush Road, Ennis. The first 3 phases of the refurbishment of the interior are complete, and Phase 4 works will commence in 2014.

The OPW is inviting local artists to submit proposals for the Per Cent for Art project for this building to celebrate the essence of Ennis under the theme of "Ennis, Place and People". The commissioned artwork/(s) must be contemporary and suited for display in a modern building.

OPW wishes to commission a series of artworks from one, or a small number of artists, to ensure thematic consistency throughout the building but reserves the right to amend this approach on receipt of proposals.

This project is funded through the Government's Per Cent for Art Scheme and is co-ordinated by the OPW Art Management Office. The contract for the commission will be issued by the OPW in line with the National Guidelines on Public Art.

The OPW is inviting local artists to make proposals around the theme of "Ennis, Place and People". For the purpose of this commission a local artist is:

- a) an artist residing in County Clare
- b) an artist originally from County Clare.

Proof of origin will be required (registered with Clare Arts Office, current address, etc.)

Art Project

It is envisaged that there will be a number of strands to this commission:

- Strand A: Wall mounted piece in the entrance lobby behind the reception desk. It is envisaged that this piece would be approx 2m x 3m to fit the space available. Maximum commission value €4,000 (including VAT).
- Strand B: Free standing piece in the lobby to a maximum value of €6,000 (incl VAT)
- Strand C: Additional pieces throughout the building, be it in circulation areas, individual offices or the conference training room(s), with a similar theme running throughout, to a maximum value of €5,000 (including VAT).

OPW invites proposals in all media suitable for interior display (eg photography, print, painting, sculpture, etc). OPW is open in relation to the number of works to be commissioned through Strand C depending on the individual proposals.

All works must be original.

Commissioning Process

Artists will be selected through an open competition process.

It is envisaged that this will be a one stage commissioning process. However, if the OPW deems it necessary to seek further information from artists, any payment associated with second stage proposals will be deducted from the overall artist's budget available.

Artists' Submissions

Please submit 5 no. of copies of the following: (one copy per person on the panel):

- A brief and simple description of the proposed public art project (not more than 1 A4 page)
- A typed CV [maximum 3 pages]
- Examples of previous work in the form of photographs and / or digital images [jpegs on CD]. Note: No more than 10 images in total should be submitted.
- Detailed explanation of the proposed project including, dimensions [in metric], materials, etc
- Visual representation of the proposed public art project in situ, using – for example, drawings, computer generated images, photographs, models etc.
- Details of the technical specifications, construction, installation process, etc. for the artwork, where appropriate.
- Number of artworks being supplied within the budget available. Budget breakdown to include all costs, including VAT.
- Timescale for realisation.
- Required ongoing maintenance for the public artwork (if appropriate).

Please ensure that all submitted materials are clearly marked with the artist's name and contact details.

A stamped addressed envelope should be included to guarantee safe return of proposals. The OPW takes no responsibility for proposals submitted without an S.A.E.

Artist's Budget

When making a proposal, artists should include the following, **if relevant**, in their budget.

Detail	Detail	Amount
Materials, fabrication, supply and installation – if appropriate		
Travel and transport		
Insurance		
Engineering design – if appropriate		
Safety and health statements - if appropriate		
Research and development		
VAT		
Any other associated costs		
5% contingency		

Tax Clearance

The successful artist(s) will be required to provide the OPW with a tax clearance certificate and evidence of public liability insurance prior to signing of contracts.

Timeframe

A site visit to the Revenue Offices will take place on **January 22nd, 2014 at 10:00am**. Artists are requested to gather at the Revenue Commissioners Offices, Government Buildings, Kilrush Road, Ennis, Co.Clare.

The site visit will include a walk through the reception area and through a sample section of the building pertinent to the commissions being awarded through Strand C e.g. corridors etc.

Only artists can be accommodated on the site visit.

NB It is not possible to accommodate artists visits outside of the official site visit.

The deadline for artist's submissions is 12noon, February 21st, 2014.

No late applications will be accepted. The overall timeframe for the commissioning process is as follows:

Site Visit	January 22 nd , 2014.
Closing Date for Artists Submissions	12noon, February 21 st , 2014.
Selected artist(s) informed by	March 14 th , 2014.
Commission target completion date	For discussion between selected artist(s) and Public Art Subcommittee

Selection Procedure & Selection Panel

The winner (s) of the public art commission will be selected by March 14th, 2014.

The likely composition of the selection panel will comprise of

- Representative(s) from the Revenue Commissioners
- Representative(s) from the OPW
- Professional practicing artist/(s)
- Representative from Clare County Council Arts Office
- Project Architect

The OPW reserves the right not to commission work if none of the proposals received are deemed suitable. In this instance, the OPW reserves the right to pursue a different procurement process.

Criteria for selection:

- Track record or potential of the artist
- Quality of the idea presented including originality, impact, scale and connections made to its context
- Suitability and feasibility of the proposal to the context
- Value for money
- Durability and implications for future maintenance, where appropriate (Pass / Fail)

Additional Information

All reasonable care will be taken with each submission. However, the OPW will not take responsibility for any loss or damage, which may occur in transit, storage or packing. Completed submissions must be returned no later than 12 noon on Friday February 21st, 2014.

Completed proposals must be returned to:

Per cent for Art Scheme – Revenue
Commissioners Office, Ennis
c/o Con Donnellan
OPW Regional Offices
Templemungret House
Templemungret
Co.Limerick

Further queries should be addressed to: jenny.deery@opw.ie (01) 6476078

Artists' Checklist	Artists' Name
	5 no. of copies of the following:
	A brief and simple description of the proposed public art project (not more than 1 A4 page) Candidates should clearly indicate which Strand (s) they are applying for.
	A typed CV [maximum 3 pages]
	Proof of living in Clare or originating from Clare
	Examples of previous work in the form of photographs and / or digital images [jpegs on CD]. Note: No more than 10 images in total should be submitted.
	Detailed explanation of the proposed project including, dimensions [preferably in metric], materials, etc.
	Visual representation of the proposed public art project in situ, using – for example, drawings, computer generated images, photographs, models etc.
	Details of the technical specifications, construction, installation process, etc. for the artwork, where appropriate.
	Number of artworks being supplied within the budget available. Budget breakdown to be inclusive of VAT.
	Timescale for realisation.
	Required ongoing maintenance for the artwork (s) – if appropriate