Government of Newfoundland and Labrador
Expression of Interest
Indigenous Art for the East Block Lobby, Confederation Building

PROJECT OVERVIEW

The Government of Newfoundland and Labrador is interested in acquiring Indigenous artwork for installation in the East Block Lobby of Confederation Building. To assist with the acquisition of artwork to represent the Beothuk, the Office of Indigenous Affairs and Reconciliation, is seeking Expressions of Interest (EOI) from proponents who are able to design and fabricate a piece depicting the Beothuk for permanent installation in the East Block Lobby of Confederation Building.

Each EOI will be evaluated as outlined below.

Each EOI must describe in detail how the scope of work/deliverables will be achieved.

The Government of Newfoundland and Labrador reserves the right to engage with proponents to rectify, verify, clarify and supplement any information submitted in an EOI.

The proponent submitting the most suitable EOI may subsequently be invited to enter into a contract for the work described herein by the Government of Newfoundland and Labrador. However, there is no obligation on the Government of Newfoundland and Labrador to enter into any such contract.

SCOPE OF WORK / DELIVERABLES

- The design and fabrication of a piece capable of permanent installation in the above note location representing the Beothuk.
- The installation area is about 5 feet x 5 feet. There are six such areas, with the piece representing the Beothuk to occupy only one of those areas.
- Artwork must be produced with permanent, archival-quality materials (example: artworks are not eligible if produced on MDF board, with non-permanent pigments, are dry-mounted, etc.)

EOI SUBMISSION REQUIREMENTS

Proposals must clearly articulate how the proponent will execute the scope of work required, and will demonstrate that the proponent has the experience and qualifications needed to complete the work. EOIs must contain the following:

1. **Contact information**: include the proponent's mailing address, phone number and email address, HST #, and legal name.

2. **Experience:** include relevant experience of the proponent. Describe relevant past projects.

3. **Approach:** include the proponent's methodology and approach to completing this project.

4. **Work Plan:** detail the steps involved in undertaking the tasks described in the scope of work, and include a proposed task-based timeline for project execution listing key deliverables.

5. **Cost Proposal:** detail all costs required to complete the work and HST.

EVALUATION OF PROPOSALS

a. The objective of the evaluation process is to identify the proponent that most effectively achieves the matters set out in the section entitled **Scope and Work/ Deliverables**

b. An Evaluation Committee will evaluate all proposals. The process will include a review and check of the information contained in the proposals, and may include discussions with proponents.

c. Each proponent in submitting a response to this EOI agrees that the proponent shall not take any legal action of any nature or kind arising from a good faith exercise by the Government of Newfoundland and Labrador of any decision or discretion under this EOI.

d. Should the Government of Newfoundland and Labrador decide not to accept any proposal, all proponents will be given written notice of such decision.

e. The Government of Newfoundland and Labrador is not obliged to enter into a contract with any proponent.

All proposals will be evaluated using the following criteria:

Experience/Qualification

- Professional planning qualifications, knowledge and experience for this project.
- Depth of experience in completing projects of a similar nature.

Approach

- Demonstrated creative approaches to meeting planning challenges.
- Demonstrated, clear understanding of project objectives.
- Clear work plan.
- Ability to deliver a quality end product.

Budget

- Estimated cost of work

PROPOSAL SUBMISSIONS

a. All requests for clarification shall be received in writing by the Government of Newfoundland and Labrador 10 working days prior to the closing date to allow written clarification to all interested consultants. Verbal responses are not binding on either party.

b. A PDF version of the proposal should be received, physically or via email, at the address below no later than January 31, 2023.

To: Jennifer Barnes
Office of Indigenous Affairs and Reconciliation

jenniferbarnes@gov.nl.ca

GENERAL TERMS & CONDITIONS

a. The Government of Newfoundland and Labrador reserves the right to amend or supplement the EOI, giving equal information and cooperation by way of issued addenda to all proponents as a result of any such amendment.

b. Material, data and information accessed or provided by the Government of Newfoundland and Labrador and used in the preparation of the proposal is confidential and the property of the Government of Newfoundland and Labrador.

c. All costs incurred in the preparation and presentation of proposals in any way whatsoever shall be wholly absorbed by the proponent. The Government of Newfoundland and Labrador shall not be liable to reimburse any of the proponent's costs for any reason.

d. The Government of Newfoundland and Labrador is not bound to award a contract or make a recommendation in response to any EOI submitted. All EOIs will be assessed in light of the evaluation criteria. There shall be no obligation to receive further information, whether in writing or oral, from any proponent. There shall be no obligation in any manner to any proponent whatsoever.

e. Preference will be accorded to proponents that reside in Newfoundland and Labrador.

f. A proponent that submits a proposal to the Government of Newfoundland and Labrador may withdraw or amend its proposal at any time prior to the closing date by advising the Government of Newfoundland and Labrador that the proponent is withdrawing or amending its proposal. In the case of an amendment, the proponent shall submit the amended proposal in a sealed envelope or package labeled "Amended Proposal" to the Government of Newfoundland and Labrador not later than the Closing Date.

g. The last proposal received by the Government of Newfoundland and Labrador on or before the Closing Date shall supersede any proposal previously submitted by that proponent.

h. The Government of Newfoundland and Labrador, without liability, cost or penalty, may, in its sole discretion, and at any time after proposal submission, visit the proponent's existing place or places of business for purposes of clarification or verification in respect of the proponent's proposal. Such a visit shall take place at a time that is mutually agreeable to the representatives conducting the site visit and the proponent, but in any case no later than seven (7) calendar days after the Government of Newfoundland and Labrador makes a request to visit the proponent's place or places of business.

i. All terms and conditions of this EOI document are acceptable by a proponent upon submission of a response.

j. Once a decision has been made, the successful proponent will be notified by the Government of Newfoundland and Labrador. The Government of Newfoundland and Labrador will treat all proposals with strict confidentiality and comparative information on proposals will not be divulged except where required by law.

k. Proponents shall not make news releases concerning the EOI or the decision of same without the written consent of the Government of Newfoundland and Labrador, and then only in coordination with the Government of Newfoundland and Labrador.

l. Proponents, proponent team members, and their respective directors, officers, employees, consultants, agents, advisors and representatives will not engage in any form of lobbying whatsoever in relation to this EOI, including for the purpose of influencing the outcome of the process.

m. In the event of any lobbying or communication in contravention of the above paragraph, the Government of Newfoundland and Labrador, in its sole and absolute discretion, may at any time, but will not be required to, reject any and all proposals submitted by that proponent without further consideration or compensation.