



REQUEST FOR QUOTATIONS

Date: May 19, 2022
Project: Downtown Gananoque Mural Panel Project
File No: BIA-2022-01

CLOSING DATE: June 1, 2022 AT 12:00 NOON

Description:

The Town of Gananoque and the Downtown Gananoque Business Improvement Area (BIA) are excited to introduce the Mural Panel Project; an initiative that showcases youth in partnership with local artists to create an outdoor art gallery. The project allows the downtown businesses to enhance the cultural appeal of the downtown and to involve youth in art thereby further cultivating relationships with our youngest generation.

The Town and BIA are seeking professional artists to work with youth to design and paint one or more of a series of panels to be installed in Garden Alley. The deadline to complete the project is **June 30th, 2022**.

Please review the links below for examples of this project.

- <https://bit.ly/3yUTh2i>
- <https://bit.ly/3adcTVh>
- <https://bit.ly/3Nr6O64>

Gananoque Garden Street Alley Images





Scope of Services:

1. The partners are seeking one (1) to four (4) professional artists to work with youth to paint eight (8) mural panels to be installed in Garden Alley.
2. Each 4' x 8' mural panel will showcase a series of championing youth themes. It is essential that the panels have a consistent look and feel.
3. The selected artist(s) are to make recommendations for the Town/BIA to procure the necessary materials (plywood, paint, brushes, protective coating, etc.) that are conducive to outdoor environments.
4. The upset limit per mural panel is \$2,500. This is for artist services only; all materials will be provided by the Town/BIA.
5. Full rights to the art and images are to be provided to the Town of Gananoque and BIA. The images will be used by the Town of Gananoque and the BIA for promotional material.

The Town, in its sole discretion, reserves the following rights:

1. Supplement, add to, delete from or change this solicitation document;
2. Reject any or all quotations or information received pursuant to this RFQ;
3. Cancel this RFQ or portions thereof at any time, with or without the substitution of another RFQ;
4. Request additional data or information after the submittal date, if such data or information is considered pertinent to aid the review and selection process;
5. Conduct investigations with respect to the qualifications and experience of each respondent. This includes investigating references that may not be listed in the proposal;
6. Take any action affecting the RFQ or the services or facilities subject to this RFQ that would be in the best interests of the Town;
7. Require one or more respondents to supplement, clarify or provide additional information in order for the Town/BIA to evaluate the submissions.
8. The Town/BIA reserve the right to select artists based on pricing, quality of work, performance and availability.
9. NOTE: Late submissions will not be accepted and will be returned to the originator unopened. 'The lowest price may not necessarily be accepted'

Please direct all inquiries to:

Shellee Fournier, CAO
Phone: 613-382-2149 ext. 1113
Email: sfournier@gananoque.ca



SUBMISSION

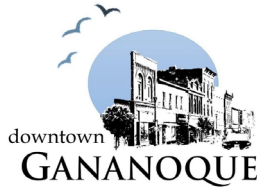
Project: Downtown Gananoque Mural Panel Project
File No: BIA-2022-01

I/We the undersigned have read and understand this document, and herewith agree to perform the Scope of Work required in accordance with the document issued by the Town/BIA, at the price(s) listed below:

We certify that:

1. The party executing this document is authorized to sign the same.
2. To the best of my/our knowledge and belief the information provided in our quotation submission is correct.
3. We shall not have any claim for any compensation of any kind whatsoever, as a result of participating in this quotation, and by submitting a quotation we shall be deemed to have agreed that we have no such claim.
4. We further understand that the Town of Gananoque/BIA owns and reserves the right to use the art for any purposes resulting from the project with no payment obligation
5. To the best of my/our knowledge and belief our submission is made without any connection, comparison of figures or arrangement with or knowledge of any other corporation, firm or person submitting a bid for the same work and is in all respects fair and without collusion or fraud
6. To the best of my/our knowledge and belief no member of the Council and no officer or employee of the Corporation of the Town of Gananoque or BIA is, will be, or has, become interested, directly or indirectly, as a contracting party, partner, stockholder, surety or otherwise in, or in the performance of the contract, or in the supplies, work, or business to which it relates, or in any portion of the profits thereof, or in any of the money to be derived therefrom.
7. My/Our submission will remain open for acceptance for a period of 15 (fifteen) calendar days after opening of the bids and the Corporation of the Town of Gananoque/BIA may at any time within this period accept our submission.

Title of Authorizing Representative:	Print Name:
Date:	Signature:



The check boxes below they are included for the convenience of the applicant only to ensure submission is complete.

EXPERIENCE OF SIMILAR WORK:

Indicate experience and provide examples of work similar to the scope of work identified in this RFQ.	<input type="checkbox"/>
Project Description: Please attach examples and/or website links	<input type="checkbox"/>
Contact Reference: Phone/Email:	<input type="checkbox"/>

Pursuant to Section 29(1(a) of the Municipal Freedom of Information Act:

I _____, authorize the Town of Gananoque to contact any person(s) companies for the purpose of obtaining reference information.

COMMENCEMENT:

Date of Earliest Commencement of Work Upon Award:	<input type="checkbox"/>
Date:	<input type="checkbox"/>



QUOTATION AMOUNT:

The following is the amount of the quotation being submitted to the Town of Gananoque/BIA as outlined in the Scope of Services:

Total Amount: \$ _____ **#of Panels** _____

SIGNED AND SUBMITTED FOR AND ON BEHALF OF:

The undersigned hereby acknowledges and agrees that the Scope of Services has been read and is fully understood.		<input type="checkbox"/>
Business Name (please print)	Telephone	
Street Address (please print)	Cell:	
City/Town and Postal Code	Facsimile:	
Title of Authorizing Representative:	Print Name:	
Date:	Signature:	
Your completion of this form confirms acceptance of the Town of Gananoque/BIA's Terms and Conditions. Proponents who impose restrictions on their bid using a qualifying statement risk having their submission rejected.		

Interested respondents must submit their proposals in sealed envelopes marked

Downtown Gananoque Mural Panel Project
Town of Gananoque
Shellee Fournier, CAO
30 King Street East Gananoque, ON K7G 1E9

DEADLINE: JUNE 1, 2022 BY NO LATER THAN 12:00NOON

PROJECT DEADLINE: JUNE 30, 2022
