

Call for Tenders: **Consultancy support: Eco-social creative practices in Scotland**

CreaTures (<https://creatures-eu.org/>) is a 3-year research project that includes researchers and creative practitioners. We produce creative work and conduct academic research that explores how creative practices are transforming people towards more sustainable futures.

We are calling for tenders from consultants who can provide information and analysis of key creative events and programmes in Scotland that address current global unsustainable conditions, during and beyond the COP activities in Glasgow.

General Objectives:

This tender will provide specialist knowledge of the arts and culture sector in Scotland and visiting Scotland for the purposes of coordinating with COP activities, working in the domain of sustainability. In particular, we seek a consultant with knowledge of how creative organisations interface with relevant decision-makers (e.g. policy actors at all levels, other public sectors bodies, plus relevant private sector bodies such as foundations).

Detailed scope of work:

- Producing overviews of relevant previous and existing projects in Scotland that demonstrate the impact of long-term engagement, such as that of the Stove Network in Dumfries.
- Profiling selected projects to explore the role of place and of prolonged engagement in the work of key Scottish creative producers and its relation to policy in Scotland, including interviewing and other research engagements
- Monitoring COP26 actions and impacts.

Key deliverables:

- Analysed data from relevant previous projects.
- A report capturing the significance of place and prolonged engagement in the work of key creative producers.
- A report overviewing COP26 actions and impacts
- Documentation of engagements and analysing meeting transcripts
- Completing a report on the Scottish context.

Timeline:

The work should be completed at agreed stages between October 2021 and end of June 2022.

The expected work time dedication within this period is 1.8 person months minimum, depending on the content of the proposal.

How to apply:

Send an email to Lara Houston (l.houston@sussex.ac.uk) by October 12, 2021 (12 midnight, BST) with the following information:

1. A 1 page (max.) proposal A4, not smaller than 10pts
2. CV
3. Budget, detailing how you will achieve the objectives. The total proposed budget should not exceed £10,000 (excluding VAT, where relevant).

Your proposal should address the following:

- Your experience of qualitative data collection (1+ paragraph)
- How would you go about investigating projects that have created more sustainable ways of life through place-based and long-term approaches? (1+ paragraph)
- Your knowledge of creative organisations in Scotland
- How would you monitor and present the arts and cultural activities around COP26? (1+ paragraph).

Evaluation and Selection Criteria:

University of Sussex will award the contract to the supplier based on the best value for money principle (price-quality ratio) per the EU Horizon 2020 funding conditions. An expert panel (normally consisting of 2-3 individuals) will rank the proposals based on the received information according to the following selection criteria, which have been devised to meet the funding requirements.

1. Content (30%): Originality and rigor of the proposal
2. Experience (20%): Demonstrated expertise in consultancy processes, as demonstrated in CV and proposal
3. Alignment (20%): Addressing the aims and scope of the ExP call and CreaTures project (<https://creatures-eu.org/>)
5. Financial offer (10%): Budget for the work including breakdown of costs to deliver the various components of the work (10%)
6. Feasibility (10%): Technical and financial feasibility of the proposed work

Employment Status

The Supplier is required to confirm that any resources that are allocated to this work are employed directly and included on Payroll with deduction of PAYE and NIC on all earnings. The University has no liability for payment of tax or national insurance in respect of these individuals.

Location of work and Equipment

It is accepted that the services will be delivered by remote working. The supplier will be expected to provide all IT and telephony equipment necessary to complete the works packages. Any compatibility issues are to be resolved by the supplier with the support of the appropriate University department.

Terms and Conditions:

The University of Sussex General Conditions for Goods and or Services shall apply to the services. Tenderers must ensure that they take account of the obligations which the contract will impose on them, should they be successful, when preparing their tender response. [Click here](#) to access the Terms as a PDF.

Appeals and Complaints:

Tenderers who believe that there has been an error or irregularity during the award process can file a complaint. Appeals must be addressed to Lara Houston on l.houston@sussex.ac.uk within three (3) days of receiving the letter of notification.

Main Contact:

For any queries, please contact Lara Houston, l.houston@sussex.ac.uk.

The CreaTures project has received funding from the European Union's Horizon 2020 research and innovation program under grant agreement No 870759 and funding terms must be agreed to with all receivers of funding.