

Open Call - Design of Corporate Gifts for British Council Scotland

Date issued: 26 January 2018

Deadline for responses: 2 March 2018

1 About the British Council

1.1 The British Council is the UK's international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections and engendering trust. We work with over 100 countries across the world in the fields of arts and culture, English language, education and civil society. Each year we reach over 20 million people face-to-face and more than 500 million people online, via broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body.

1.2 British Council Scotland helps Scottish students, teachers, artists, and others make international connections through the sharing of ideas, skills and experiences. We are passionate about opening up opportunities for international and intercultural exchange and collaboration across the Scottish arts, education and society sectors. We work with a variety of partners to achieve our goals, including UK Government, Scottish Government, Creative Scotland, Edinburgh's festivals, Celtic Connections and Scotland's schools, colleges and universities. By harnessing the combined experience, knowledge and reach that comes through these partnerships, we create opportunities at home and abroad.

2 Purpose of Commission

2.1 British Council Scotland is seeking to commission a corporate gift for presenting to overseas guests during cultural relations visits. Outline proposals are sought from Scottish-based designers and artist/craft-makers interested in undertaking this commission.

2.2 British Council Scotland recognises the range and scope of contemporary Scottish craft and aims to create a new opportunity for the sector with this commission. We

are open to considering a wide range of responses; for example, a screen printed tote bag or scarf, a small ceramic, enamel jewellery.

- 2.3 It is anticipated that a designer/maker will be selected to design and produce at least 150 individual units of the gift in batch, with physical hand or industrial manufacturing taking place in Scotland. The cost of production per unit should not exceed ten pounds.
- 2.4 The designer will be expected to provide a fully costed budget, covering design and production fees, the costs of production and any other relevant items such as packaging, if applicable. The designer should account for and outline the costs associated with each of the following in the budget:
 - Number of days spent working on the design.
 - Number of days spent working on the production.
 - The cost per unit for the items being produced.
- 2.5 The designer will be expected to cost their proposal in line with current Scottish Artist Union rates, as outlined at the following webpage: <http://www.sau.org.uk/rights/pay>.
- 2.6 The total budget should not exceed £5000.
- 2.7 The design should incorporate British Council Scotland branding (e.g. the logo) and integrate on the item, label or packaging that the item has been made in Scotland.
- 2.8 The designer will assign to the British Council with full title guarantee by way of present and future assignment all right, title and interest in the Work, Intellectual Property Rights existing in the Work, and any part thereof. The British Council will credit the designer in all communications about the design.

3. Who can apply?

- 3.1 The opportunity is available to independent designers, artists/craft-makers resident in Scotland.

4. How to apply?

4.1 Proposals should include at least one visual representation of a prototype design in 2D format. These should be submitted by email (or WeTransfer) as a PDF no larger than 5MB or by post (to British Council Scotland's offices at Waverley Gate) to Gwen McLeod, Arts Officer at gwen.mcleod@britishcouncil.org by **5pm on Friday 2 March 2018**.

4.2 Proposals must include the following:

- a short biography or CV
- a short written statement about the idea, inspiration or concept behind the product
- a fully costed budget, covering: design and production fees; the costs of production for no less than 150 units; and any other relevant items such as packaging, if applicable
- an estimate of the production timescale

Proposals missing any of these elements will not be considered.

4.3 In making its selection, the panel will consider:

- the diversity and provenance of craft materials used
- the ethical and sustainability aspects of the materials and the production process
- international cultural sensitivity / diversity
- portability i.e., the item should be lightweight and able to travel easily

5. Selection Process

5.1 Submitted proposals will be considered by a selection panel comprising:

- Norah Campbell, Head of Arts, British Council Scotland
- Leah Black, Crafts Officer, Creative Scotland
- Fiona Logue, Director, Craft Scotland
- Catriona Duffy/Lucy McEachan, Panel
- Gwen McLeod, Arts Officer, British Council Scotland

- Jordan Ogg, Communications and External Relations Manager, British Council Scotland

5.2 It is anticipated that the successful individual will be notified during the week beginning Monday 12 March 2018. The design and production process would be expected to begin shortly thereafter, with the gifts delivered by Tuesday 1 May 2018.