

Invitation to tender: Art commission

Project Title: Representing Launchpad and the locality.

Date: 24th February 2025.

Introduction:

Launchpad is seeking proposals from talented, local, up-and-coming artists to create a large scale, unique and inspiring art piece for installation in our atrium.

The piece will need to embody the essence of this vibrant space and the local area.

This commission aims to celebrate our identity and deep connection with the community.

Project brief

Design, create and install an original, impactful art piece for display in the atrium of Launchpad.

The art piece should reflect the following themes:

- **Innovation and excellence:** Highlighting our commitment to cutting-edge solutions and high standards.
- **Community and culture:** Celebrating the rich cultural heritage, diversity and entrepreneurial spirit of the City of Southend on Sea.
- **Sustainability:** Emphasising our dedication to sustainable practices and environmental stewardship.

There is no restriction regarding the format so it can be a freestanding sculpture or wall hanging.

However, you must use materials that are safe, durable and suitable for display in a busy, public space.

You will need to collaborate with the Launchpad team to ensure the artwork aligns with our values and to arrange installation.

The project must be completed and installed by Sunday 31st August 2025.

The work will need to be created offsite and transported to the centre for installation.

Total budget: £5,000.

Please see photos and approximate area measurements.

Essential requirements

The project will be led by the Centre Manager, Laura Johnson, so please get in touch with her to view the space and answer any questions you may have.

Launchpad is a unique, cutting-edge space, so it is **essential you visit in person** to appreciate the potential scale of work before you submit a proposal.

You will need to include:

- A detailed proposal including the concept, materials, and techniques to be used.
- A portfolio or examples of similar work demonstrating relevant experience.
- A timeline for the project from concept to completion.
- A budget breakdown including costs:
 - As well as your time, please account for materials, transportation and installation.

Additional information:

We are looking to showcase local talent so the successful artist will need to be **16 years old or over** and **live or be based within 10 miles** of Launchpad.

The successful artist will also need to be available for occasional update meetings during the creative process and an official unveiling event in mid-September 2025.

Where possible, please use a digital form to submit your proposal, including uploading digital images of example work.

Additional paper copies of the proposal submission form are available on request.

If you require these details or the proposal submission form in an alternative format, please get in touch with **Laura Johnson, Centre Manager** (see [contact information](#) below).

Submission deadline:

All proposals must be submitted by the midnight on Sunday 6th April 2025.

Timeline:

- Between Monday 3rd and Friday 14th March 2025: Opportunity to view the site. (Please note, this is a prerequisite of submitting a proposal.)
- Monday 17th March 2025: Open for proposal submissions.
- Sunday 6th April 2025: Deadline to receive proposal submissions.
- Monday 14th April 2025: Shortlist will be contacted directly and invited for second stage discussion in the following week (subject to availability).
- Week commencing Monday 28th April 2025: Successful submission notified.
- No later than 12th September 2025: Artwork must be installed by this date (to liaise with Launchpad to arrange installation.)
- In late-September 2025 (date TBC): there will be an official unveiling event with customers and key stakeholders, which the successful artist will be expected to attend.

More about Launchpad Southend:

Commissioned by Southend on Sea City Council, Launchpad sits at the entrance to Airport Business Park (ABP), and provides a facility where businesses based there can support each other and share knowledge and creativity.

Launchpad is a three-storey business hub designed to highest level of sustainability to support the council's climate change agenda, achieving an 'Outstanding' grade of BREEAM environmental standards. The building attracted South East Local Enterprise Partnership (SELEP) Local Growth Fund and Nature Smart Cities funding through the European Union.

	<p>Launchpad offers more than 2,300m² of office and workshop space, attracting start-ups, small to medium-sized enterprise companies and business park occupiers from the region.</p> <p>The building provides a range of business-critical facilities including shared workspace, individual office space, meeting suites, a café, external green space and seating, and collaboration areas.</p> <p>As the flagship building to the ABP, Launchpad embodies innovation, entrepreneurship, growth and new business relationships; all in a high-quality environment.</p> <p>The building is iconic using form and light to be an environment that is stimulating and creative, as well as integrating the outdoors environment with that inside.</p> <p>Launchpad aspires to equip and enable its occupants to grow, not just economically, so that they become permanent, productive and prosperous members of the community.</p>
Evaluation criteria:	<p>Proposals will be evaluated based on:</p> <ul style="list-style-type: none"> • Creativity and originality of the concept. • Relevance to the themes outlined above. • Feasibility and practicality of the proposed materials and techniques. • Experience and qualifications of the artist. • Meeting the essential requirements. • Budget and timeline. <p>DISCLAIMER: Please carefully consider the budget for this commission. Launchpad reserves the right to withdraw the commission or refuse a bid if the proposed work is disproportionate to the available budget.</p>
Scale and photos:	<p>Large scale piece (wall hanging or freestanding sculpture) for the atrium of Launchpad:</p> <ul style="list-style-type: none"> • Up to approximately 5 x 5 metres (but this can be discussed when the artist visits the location). Please see photos overleaf.

Additional resources:

- Launchpad website: www.launchpadsouthend.co.uk
- Nature Smart Cities – Launchpad video: <https://youtu.be/UCftK9nNK1U?si=5uOhBqm2YnUJkuC3>
- More about Nature Smart Cities project: <https://www.interreg2seas.eu/en/nsciti2s>

Contact information:

For any inquiries, to arrange a visit or to submit your proposal, please contact:

Laura Johnson, Centre Manager.

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Airport Business Park,

Rochford, SS4 1YH.

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