



# EXPRESSIONS OF INTEREST

## NAIDOC 2023

### Project Brief

**Aboriginal & Torres strait islander artists, performers, Stallholders, & other Businesses**

### Acknowledgement of Country

Penrith City Council acknowledges and values the traditional custodians of the lands and waters of the Penrith area and show our respect to Elders past, present and emerging. We work together for a united city that respects the land, that values the diversity of Aboriginal and Torres Strait Islander cultural heritage and provides justice and equity for all.

### Introduction

Penrith City Council is recommencing its annual NAIDOC Week celebrations after a hiatus due to COVID 19 and floods in recent years.

This year we will be returning to Jamison Park for our flagship community event on Friday 7<sup>th</sup> July 2023. The event will feature live performances, food, activities, stallholders and more.

Our flagship event will be following the NAIDOC 2023 theme of '*For Our Elders*'. To learn more about the theme, check out [Current Theme | NAIDOC](#)

In addition to our flagship event, Council is keen to see events run across the entire week as a part of the NAIDOC week program. If your business is hosting a smaller event or workshop, Council would in interested to hear from you.

Council is looking for Aboriginal and Torres Strait Islander artists, performers, stallholders, and other businesses that would like to be involved on the day.



<b>When:</b>	Friday 7 July
<b>Time:</b>	10am – 3pm
<b>Where:</b>	Jamison Park, South Penrith

## Scope of Project

Council is keen to work with Aboriginal and Torres Strait Islander businesses to create a NAIDOC event that is led by, and reflects, our local community. We are also open to a range of suggestions – if you have an idea, we want to hear it!

As a general guide, the broad categories we are looking for include:

- Performers
- Visual Artists
- Workshops & Education/Cultural Programs
- Market Stall Vendors
- Food Vendors
- Event Logistics Businesses (e.g., cleaners, sound & lighting technicians, equipment rentals)
- More!

We are particularly interested in working with businesses that:

- Are connected to the local or Western Sydney area
- Meet the NAIDOC 2023 theme '*For Our Elders*' with their offering

## Project Specifications

### **Setup Information**

Bump in will be from 8am Friday 7<sup>th</sup> July and bump out from 3:30pm – 9pm on Friday 7<sup>th</sup> July (to allow for sporting activities to take place the following morning). If you require an exception to this, please specify this in your proposal.



## **Important Details**

If you require standard event equipment or infrastructure (e.g., a market stall, stage, sound & lighting equipment, power/water, etc) to be provided by Council as part of your offering, please specify what you need in your proposal, and in as much detail as possible.

Any artworks, performance installations, or other equipment you bring yourself will need to be easily installed and removed without any impact to the landscaping or permanent infrastructure.

All equipment brought on site must have any relevant safety documentation and engineering certifications covering all equipment and workers. All workers are to be competent in the safe operation and installation of your equipment and understand safety documentation as well as the codes and practices of Work Health and Safety (WHS) Standards.

## **Selection Criteria**

All proposals will be assessed on the following criteria:

- Quality of offering
- Budget
- Suitability for the event
- Connection to the local or Western Sydney area
- Cohesiveness with the overall NAIDOC 2023 theme

**This is an open call for proposals from Aboriginal and Torres Strait Islander artists, performers, stallholders, and other businesses only.**



## Terms of Engagement

Event preparation, transport, bump-in and bump-out, including necessary equipment, are the responsibility of the applicant, unless otherwise requested in your proposal. Council will not be liable for any damages to your equipment. If you request assistance, Council will work with you to reach a reasonable solution (e.g., providing equipment).

This event may be cancelled or postponed at short notice (e.g., due to unsafe weather). If this occurs, Council officers will inform you as soon as possible. Council will not be liable for any losses to your business due to event cancellation or postponement.

We want to work with you to deliver the best possible NAIDOC event for our community. All suppliers and businesses will be expected to adhere to all reasonable requests from Council.

## Conflict of Interest

If a supplier believes they have a potential or perceived conflict of interest, they must declare the conflict in their submission.

A conflict of interest can arise where there is reasonable expectation of direct or indirect benefit or loss if an individual Council employee with a particular personal interest could be influenced, or appear to be influenced, in favour of that personal interest in the performance of their duties. The benefit or loss can be financial or non-financial.

## Submissions and Closing Date

**To submit, please fill out the online form**

[NAIDOC 2023 Expression of Interest. 10am - 3pm, Friday 7th July Jamison Park \(office.com\)](#)

**If you need to submit in an alternative format, please include the**



**following information:**

- Who you are and what you would like to contribute to this event
- Your business and contact information
- Your requirements to participate (e.g., equipment, inclusion support)
- Any rates or fees you charge to participate
- How you will meet the NAIDOC 2023 theme at this event
- Any relevant documents (e.g., a copy of your Public Liability Insurance)
- Any images, videos, social media/website links, etc that can help us understand your contribution
- Any other relevant information, including disclosing a conflict of interest

**The closing date for any expression of interest is 10am, Friday 14<sup>th</sup> April 2023.  
Please contact Council as soon as possible if you require an extension.**

To apply for sponsorship for any NAIDOC 2023 event please click here.  
[www.penrithcity.nsw.gov.au/community-library/events/event-organisers](http://www.penrithcity.nsw.gov.au/community-library/events/event-organisers)  
(Sponsorship applications close 14th April 2023)

Please send enquiries or any additional requests to:

Katrina McMahon

**Event Producer**

[majorevents@penrith.city](mailto:majorevents@penrith.city)

0477 868 901