



Request For Proposal

**Grant-Funded Bid Opportunity awarded to
Nantucket Island Chamber of Commerce**

PROPOSALS DUE BY: THURSDAY, FEBRUARY 29, 2024

Project Overview

As a Regional Tourism Council part of our operation as a Chamber is to advertise our faraway island both locally and internationally. The Massachusetts Office of Travel and Tourism has provided grant funding that we are choosing to partially allocate for photography.

Please read through this document carefully to understand all requirements before submitting your proposal.

This opportunity will require travel around Nantucket island. Please consider this when calculating potential travel expenses that may be incurred in your quote for this proposal.

If selected, you grant express permission for any works created in this campaign for the Nantucket Island Chamber of Commerce to use in local, national, and international publications and in Chamber advertising on social media platforms and you grant exclusive rights to any images submitted.

Project Goals

Please see the scope of work below. Submitting a bid will allow you to be considered for the project.

Photography Scope

- Downtown/Main Street and side streets: 60 photos
- People Participating in Activities such as biking, walking, surfing, swimming, shopping: 60 photos
- Nantucket Food Scene such as indoor and outdoor dining, casual and formal settings: (not photos of plated food): 60 photos
- Nantucket Island Chamber of Commerce Events such as networking at Business After Hours, people attending education workshops, etc.: 60 photos

240 Total Images

**Please include travel expenses in the proposal. Photo shot lists will be provided at a later date, but will vary from local downtown, events, nature, etc.*

Target Deliverable Schedule

Dates are to be determined and discussed with the photographer selected for this bid, but there is an understanding that you would be responsible for taking photographs of Nantucket during different seasons, and delivering batches of photos within a reasonable timeline throughout the year.

Final Project Due: Ongoing, must supply reasonable turnaround times based on the deliverable schedule.

Evaluation Metrics

We will evaluate bidders and proposals based on the following criteria:

- Photos submitted as examples of your previous work
- Projected costs
- Experience and technical expertise
- Responses articulated in this proposal

Submission Requirements

Bidders must adhere to the following guidelines to be considered:

- Proposals must be sent in by **Thursday, February 29th**. Bidders who are interested in submitting a proposal should inform Jackie McGrady, Business Operations Manager, at jacqueline@nantucketchamber.org no later than the **February 29th deadline**.
- Include samples and references with your proposal.
- Proposals should have no more than 10 photos and should include examples of the following:
 - Landscape (could be the island in varying seasons, varying locations be that beach, lighthouse, streets, etc.)
 - People/Crowds/Events
 - Island Businesses
- If there are any scheduling conflicts that you see in the timeline, please make note, as you would be required to attend all Signature Island Events if selected.⁴
- A proposed schedule must also be included and clearly expressed.

Contact Information

For questions or concerns connected to this RFP, we can be reached at:

Jackie McGrady
jacqueline@nantucketchamber.org

Quote

In order to be successful in this proposed project, what would be your total fee for the cost of services provided (this must be an all-inclusive number for the costs and travel associated with the entirety of the project).

\$ _____

I acknowledge that I have read and understand the terms and conditions of this proposal.

Signature and Date

Proposal:

In your proposal, please add any notes, questions, or added context you feel is pertinent for us to know in reviewing your proposal. Please send the 10 photos you wish for us to consider via email.