

Procurement of artistic assignment in interdisciplinary research project on postcovid- 19

Organization:
Linköping university
Department of Thematic Studies

Contact:
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Reference number:
Tema-2024-00092

Deadline for submitting tenders:
2024-06-20

Tenders valid until:
2024-08-26

Questions:
Via e-mail to lisa.guntram@liu.se
Last day for questions: 2024-06-17

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1 Procurement information

1.1 Invitation to tender

Linköping University (LiU) issues an invitation to tender in a procurement regarding the direct award for Tema-2024-00092.

The procurement consists of the procurement documents which contain all the information you as a tenderer need to be able to submit tenders to Linköping University. The procurement documents have been prepared with the intention that it should be clearly stated which conditions apply as well as what requirements we place on you as a tenderer and on the requested product and service. Therefore, it is of outmost importance that you carefully read through the entire procurement document.

As a tenderer, you are responsible for your own costs associated with your tender. The tendering company will hereinafter be referred to as both the tenderer and the supplier in the procurement documents.

1.2 Contracting Authority

The contracting authority is Linköping University. Linköping University conducts world-leading, interdisciplinary research and education. For more information, visit www.liu.se

1.3 Context and content of the Assignment

The artistic assignment, below referred to as “the Assignment,” is of a procedural character. Over 18 months, the artist collaborates with researchers within the research project “Biomedicine, Clinical Knowledge, and the Humanities in Collaboration: A Novel Epistemology for Radically Interdisciplinary Health Research and Policy-Work on Post-Covid-19 Syndrome” (below referred to as the Research project). Specifically, the “Assignment” is conducted within the project’s fifth subproject (see below), known as “Artful Engagement.” The overall timeline for the entire research project spans from 2022 to 2027, while subproject 5 takes place between 2024 and 2027. The Assignment itself is carried out during the period 2024-2025 and will be reported and presented in 2026-2027.

1.3.1 The Research Project

The Research project, encompasses interdisciplinary health research and policy work related to the case of post COVID-19 Condition (PCC). Within the project, PCC is understood as an urgent health challenge that needs to be comprehended clinically, biomedically, socio-politically, philosophically, and from a patient perspective. The Research project is inherently both interdisciplinary and epistemological, and it is expected to contribute new knowledge about PCC. Such knowledge is crucial for providing adequate support and treatment for individuals with PCC. It is also expected to contribute knowledge about the conditions of this kind of interdisciplinary research, that brings together research perspectives and methods from the humanities, the social sciences, and biomedicine.

The Research project comprises five subprojects. In subproject 1, articles are written in smaller constellations, primarily of a theoretical nature. Subproject 2 focuses on cross-analyses that combine perspectives and results from rehabilitation medicine's clinical assessments, including neuropsychological assessments, as well as MRI visualizations and analyses, cytokine profile analyse, and qualitative phenomenological philosophy. Subproject 3 analyses how the diagnosis is understood by various stakeholders, such as patients, relatives, physicians, interest organizations, researchers, and authorities. Subproject 4 involves interdisciplinary work on how epistemic assumptions and model choices contribute to shaping and constituting what is seen and understood as relevant knowledge bases for recommendations in health care. The purpose of subproject 5, "Artful Engagement," which the Assignment is part of, is to contribute to reflection on and representation of the research process and research results based on the subprojects and the Research project as a whole.

In total, research team consists of approximately 20 researchers spanning humanities, social sciences, biomedicine, and clinical practice. Each sub-project meets regularly for collaborative work, but the format of the work varies across the subprojects. In addition to such sub-project meetings, the entire project group convenes for half-day meetings 3 times per term. These whole project team meetings focus on topics such as processes and conditions for interdisciplinary research, initial results from different sub-projects, and collaborations across specific subprojects.

1.3.2 The Assignment

The overarching purpose of the Assignment is to visualize research questions, initial research results, and research processes from the sub-projects and the Research Project as a whole, as well as to contribute to the research process by addressing issues related to visualization, representation, and translation work in research. Specifically, the Assignment includes the following:

1. Engage in dialogue with the research team about research processes, research questions, and results by participating in whole-project meetings and meetings with each sub-project.
2. In dialogue with the subproject leader, lead a full-day workshop with researchers within the Research Project to explore how art can contribute to developing, problematizing, and representing research processes and results. The workshop is preferably conducted on-site at Linköping University or at another agreed-upon location.
3. Produce a sketch of a visual artwork (below referred to as "the Artwork") a proposal for how to allocate the remaining time scheduled for the Assignment, and a preliminary budget for the remaining work.
4. In the Artwork, visualize results and processes based on (1) and (2).
5. Present the Artwork and results from (1), (2), and (3) as part of the work conducted in sub-project 5 at two symposia and at the Research project's final conference.

6. Contribute to a written presentation of the work in subproject 5 together with the sub-project leader.

1.4 Timeplan

1.4.1 Assignment Allocation

- A declaration of interest including attachments must be submitted by 2024-06-20.
- The assessment group (comprised of the PI of the Research Project, the sub-project leader and a practicing artist with experience in research collaborations) evaluates the declarations of interest.
- A limited number of artists are invited to individual interviews, during which the invited artist is expected to present a reference project and their vision for the Assignment.
- Notification of the interview will be provided no later than 2024-06-28, and the interviews will be conducted by 2024-08-16.
- Based on the assessment of declarations of interest and interviews, the assessment group selects an artist for the Assignment.
- The preliminary start date for the Assignment is 2024-09-01.

Preliminary Schedule for the Assignment

2024 – 2025

- September 2024: Kick-off meeting with the sub-project leader and PI of the Research Project.
- September – December 2024: Participation in project meetings with sub-project 1 and sub-project 2.
- September – November 2024: Attendance at two whole-project meetings at LiU.
- December 2024: Artist-led workshop.
- January – May 2025: Participation in project meetings with sub-project 3 and sub-project 4.
- May 2025: Presentation of the proposal for the Artwork and remaining work in the Assignment to the project leader and the sub-project leader.
- January – June 2025: Attendance at three whole-project meetings at LiU.
- June 2025: Presentation of the proposal at a whole-project meeting.
- September 2024 – December 2025: Continuous work on shaping the research project's processes and results.

2026 – 2027

- February 2026: Delivery of the Artwork.
- Presentation of the Artwork and the Assignment's process at two symposia during 2026–2027, alongside the subproject leader.
- Presentation of the Artwork and the assignment's process at the Research Project's final conference in 2027, together with the subproject leader.
- Contribution to a written presentation of the work in subproject 5 together with the subproject leader.

1.5 Submission of tenders

Tenders should be sent via email to Lisa Guntram at lisa.guntram@liu.se.

1.6 Processing of Received Tenders

After the opening of tenders, LiU proceeds with the handling of the received tenders. This means that LiU verifies whether the applicant and declarations of interest meet the requirements specified in the procurement document (see 2.1). All received declarations of interest are assessed by the assessment group. The declarations of interests will be assessed on the basis of the following criteria.

- **Overall Impression:** Experience in executing artistically relevant creations (temporary or permanent) for this project.
- **Social Art/Collaboration:** Experience in collaborative work with research or other relevant contexts for the assignment.
- **Artistic Viability and Depth:** Ability to contribute unique dimensions to a research project or collaboration project and its context.
- **Coherence and Richness:** Ability to create a whole from multiple objects/situations.
- **Technical Skill and/or Finesse in Material Use.**

On the basis of their assessment the assessment group will select approximately five tenders who will be called to an interview with the assessment group. Tenders called to interview will be compensated according to 2.4.

LiU will allocate the Assignment to the artist whose vision for the project is the most economically advantageous for LiU, based on the following allocation criterion: the best balance between price and quality. Quality, in this context, is assessed on the basis of a comprehensive assessment of the artistic capacity and suitability of the applicant for the Assignment based on the documentation submitted with the declaration of interest and the interview presentation. The assessment is conducted by the assessment group.

1.7 Award Decision

The award decision in the procurement is communicated to all suppliers who have submitted tenders.

2 Requirement specification

2.1 Requirements for Declaration of Interest

The declaration of interest must meet the following minimum requirements:

The artist must:

- Be a professional artist.
- Demonstrate the ability to express themselves in English.

- Be registered for F-tax or have an agreement with an invoicing company. Artists who are not VAT-registered can apply for this through the Swedish Tax Agency's website, www.skatteverket.se, or the equivalent in the country where the artist operates.
- Have paid the prescribed taxes and social fees.
- Not be subject to bankruptcy proceedings.

The declaration of interest must include:

- A response appendix (obtained from lisa.guntram@liu.se).
- CV.
- Description of two reference projects relevant to the current assignment, including
 - reference images of each project
 - information about when and where each project was carried out
 - and a brief description of the artistic idea for each project (maximum 1/4 A4).
- A motivation for why you are interested in the assignment (maximum 1/2 A4).
- Extract from the Swedish Tax Agency or a copy of the agreement with an invoicing company.

In order to be valid your declaration of interest must:

- Be written in either Swedish or English.

2.2 Requirements for Interview Presentation

During the interview the artist is expected to:

- Present one reference project and its work process.
- Present their vision for the execution of the assignment.
- Conduct the interview in English.

2.3 Delivery Requirements

The execution and delivery of the Artwork shall occur in communication with the purchaser, and the exact date shall be agreed upon at the time of ordering. For the delivery to be considered approved, the supplier must be responsible for and carry out unpacking, assembly, configuration, and delivery inspection.

2.4 Contract Values and Fees

Suppliers called to interview are compensated according to KRO's recommendations for preparations (1 hour) and interview (1 hour), in total 2260 SEK excluding VAT.

The budget for the received assignment is a maximum of 361 000 SEK excluding VAT (of which the artistic fee is maximum 151 620 SEK excluding VAT). A partial payment of 30 000 SEK will be conducted after the proposal is accepted.

Compensation for travel expenses (such as travel and travel time reimbursement, as well as parking) is included in the fee.

3 Commercial terms

3.1 Supplier's Commitments

The supplier commits to deliver the contracted assignment in accordance with the commercial terms and the requirements specified in this procurement document, and as according to the Supplier's tender.

The Supplier commits to comply with laws, regulations, and rules applicable to the requested contracted assignment. The Supplier commits to hold all relevant required permits regarding the assignment.

The Supplier is responsible for executing the assignments in a professional manner and in accordance with practice in the sector.

3.2 Price

Suppliers called to interview are compensated according to KRO's recommendations for preparations (1 hour) and interview (1 hour), in total 2260 SEK excluding VAT.

The budget for the received assignment is a maximum of 361 000 SEK excluding VAT (of which the artistic fee is maximum 151 620 SEK excluding VAT). A partial payment of 30 000 SEK will be conducted after the proposal is accepted.

The stated contract price(s) include(s) all the supplier's costs associated with the execution of the assignment, such as travel expenses (e.g. travel, travel time reimbursement, and parking).

3.3 Invoicing

Billing fees or any other additional non-agreed upon fees are not accepted.

The invoice must be received by LiU no later than two (2) months after the agreed upon dates for billing. Invoices that arrive later than two (2) months will not be paid. Invoicing may not be transferred to third parties without written approval by LiU.

Invoicing takes place after approved delivery / execution of the assignment, unless LiU and the supplier have agreed otherwise. Partial payment agreement may be possible.

Billing address:
Linköpings universitet
Fakturasupport
581 83 Linköping

Reference: 35006 Lisa Guntram

3.3.1 Invoice Details

The invoice must, in addition to statutory information, at the designated place contain at least the following information:

- LiU's order reference number or, where applicable, purchase order number.
- Specification of assignment performed (specify the activities and time spent on these activities)
- The Contract price excluding value-added tax. Value-added tax must be stated separately on the invoice.
- The Contract's reference number Tema-2024-00092

Please note that if the assignment is performed on site in Sweden by foreign suppliers who are not registered for F-tax in Sweden, the supplier must specify performed services/work (hours, dates and type of services/work). LiU will then be obliged under the Swedish tax law to make deductions for services/work performed in Sweden, with the effect that full payment of the invoice will not be made at the time of the payment. For more information, please consult www.skatteverket.se.

3.3.2 Payment terms

The Supplier is entitled to receive payment within 30 days of the date the invoice was received by LiU, provided the invoice is unquestionable and that the assignment is performed according to the agreed upon terms. Upon delayed payment, the Supplier is entitled to receive interest on arrears in accordance with the Interest Act (SFS 1975:635).

3.3.3 Delayed Delivery

If delivery cannot be made according to the agreed-upon delivery times, in accordance with the section 'Delivery Requirements,' the supplier must promptly notify LiU (Linköping University) as soon as they become aware of the circumstances causing the delay. LiU, as the sole authority, will determine whether the delivery can be postponed. If LiU does not accept the postponement of delivery through written confirmation, the delay shall be considered a breach of contract.

LiU is entitled to liquidated damages corresponding to 1% of the value of the delayed Product for each commenced week that the delay lasts which unables LiU to use the Product. The fine is payable for a maximum of 10 weeks. If the delivery has not been completed after these 10 weeks of liquidate damages, LiU is entitled to terminate the Contract and claim further damages. LiU loses its right to a penalty if LiU has not made a written claim regarding the delay within two (2) months months after delivery should have taken place.

If possible, fines will be settled on the next invoice.

3.4 Liability/the Supplier's Responsibility

The Supplier is liable for defects in the Product due to defects in design, material, manufacture, construction or faults caused by other defects in the System that does not otherwise fulfil the agreed characteristics.

The Supplier has the same responsibility for the subcontractor's material and work as for his own. The Supplier's liability does not cover faults that are due to materials provided by LiU or on the design as prescribed by it, unless the Supplier has discovered or should have discovered the fault/defect.

The Supplier's liability does not cover faults caused by circumstances that have arisen after the risk for the Product has passed to LiU. The liability does not therefore cover faults caused by, among other things, inadequate maintenance, incorrect storage or incorrect installation by LiU's side, changes without the Supplier's written consent, normal wear and tear or deterioration or through repairs carried out by LiU's care. However, the Supplier is responsible for faults that have arisen as a result of the Supplier's instructions being defective.

The Supplier will be liable for damages caused by parts that have been replaced or repaired on other parts of the Product.

The Supplier is liable for all damage to persons or property caused by the product. If claims arise against LiU due to harmful properties of the product, the supplier must assist in investigating the cause of the damage and indemnify LiU if the damage likely results from a defect in the product. The supplier's responsibility persists as long as such claims can be directed at LiU.

3.5 Insurance

The Supplier and the subcontractor hired by this contractor must sign at their own expense and during the Contract period maintain the required corporate insurance (including third party liability insurance) to assure liability amount for damages caused by the Supplier and its personnel as well as any subcontractors when carrying out the assignment/delivery of the product.

The insurance must be sufficient in relation to the risks associated with the product in the Contract. The Supplier is responsible also for any subcontractors. If the Supplier cannot include subcontractors in their own in terms of insurance, the Supplier must, in its contractual relationship with the subcontractor, regulate the corresponding insurance cover can be found in this section.

The Supplier must, upon request from LiU, submit a copy of the insurance letters and proof that all insurance premiums due are paid.

3.6 Subcontractors

If the supplier intends to utilize subcontractors to carry out certain parts of the Assignment, the supplier is responsible for the subcontractor's work as if it were their own. The supplier is

accountable for ensuring that the subcontractor adheres to the terms and conditions specified in the commercial terms. The subcontractor does not have the right to invoice LiU.

4 Copy right, Ownership and Right to Use

The copyright to the Artwork belongs to the party that created it.

The ownership of the original Artwork belongs to LiU.

LiU has a right which is exclusive, free of charge and unlimited in time to use The Artwork in its own non-commercial activities (single license without a right to sub-license or license to a third party).