

INVITATION TO QUOTE

To design and create awards for

Student Enterprise Programme

2024-25

On behalf of
Local Enterprise Office Louth

Request for Quote Issued	2 nd January 2025
Closing Date for Proposals	24 th January 2025
Selection of artist/maker	27 th January 2025
Delivery of Awards	10 th March 2025

Queries via email to tenders@leo.louthcoco.ie only



Commission Brief – Student Enterprise Programme 2024 County Louth

Background

The Student Enterprise Programme, an initiative run by the Network of Local Enterprise Offices of Ireland, is Ireland's largest and most successful student enterprise programme with over 23,000 second level students taking part each year.

Students from 1st year to 6th year get to set up and run their own business and find out what it's really like to be an entrepreneur by taking part in this 8 month long enterprise education learning programme.

The Programme runs from September to May, and students get to do everything a real life entrepreneur would do from coming up with the business idea to marketing, sales and preparing a business plan.

At the end of the County Programme in February one student business from each County gets to compete at the National Final in Dublin for the 'Student Enterprise of the Year' award.

Local Enterprise Office Louth run a County Competition with an awards ceremony on Thursday 13th March and we will require:

- 1 Larger award for the Overall Winner
- 12 smaller Awards for the assorted categories (additional awards may be requested post-event)

The Brief

Local Enterprise Office Louth wishes to commission a Louth based artist or designer-maker to create a number of awards /trophies to be presented to the winners. The awards should be similar in design and vary in size. We will require:

1 larger overall award

6 medium awards

6 smaller awards

Materials to be considered will be ceramic, metal, wood, glass, stone, paper and/or textile, and the final works will need to be of a permanent nature (textiles will be expected to be durable for 5 years). The work should be designed with minimal on-going maintenance requirements and should be domestic in scale and suitable for display in a school environment.

The work or works should reflect the nature of the awards in celebrating young entrepreneurship in Co. Louth. Work should be imaginative, lively and have excellent production values.

The Artist (s) or Designer-Maker (s)

We are looking for experienced artists or crafts makers with experience of working to an appropriate scale and profile, and able to keep within schedules and budgets.

Commissioned artists/makers will also need to be able to source and budget accurately for fabrication, packaging and delivery costs.

Timescale

Closing date for proposals:	24 th January 2025
Selection of artist/maker & design:	27 th January 2025
Delivery Date (larger overall, 1 medium, 1 smaller)	10 th March 2025

Budget

Please provide a budget breakdown for completion of this commission, to include all artist time, expenses, design, fabrication and delivery costs. Approx. budget available is €3500 exclusive of VAT

Project Management

This project will be managed by Sarah Mallon and Local Enterprise Office Louth representatives.

Next Steps:

If you would like to be considered for this commission, please send us:

- design proposals for Student Enterprise Programme Awards (not more than 2 A3 pages)
- a detailed budget outlining all costs and price per unit
- a covering letter stating why you would like to work with us on this project

Closing date for proposals is 24th January 2025

Please post completed proposals by email to tenders@leo.louthcoco.ie. Please note due to Council email restrictions we will not be able to receive emails larger than 3MB so you may need to submit your proposal in several emails which should be clearly numbered.

Sarah Mallon
Project Officer
Local Enterprise Office Louth
Town Hall
Crowe Street
Dundalk
Co. Louth

For more information please email tenders@leo.louthcoco.ie and reference SEP Awards Commission