

# Request for Quotation

*Artist Commission - Exhibition Title Wall Graphic*

Glenbow-Alberta Institute

Closing Date: 14:00MT on October 26, 2026



Photo credit: Adam Borman, 2026

**Glenbow**

## 1. Invitation

Glenbow-Alberta Institute (“Glenbow”) invites qualified artists to submit a non-binding quotation to develop a large-scale artwork for the title wall of the Blackfoot Gallery, part of the museum's reopening exhibition program in 2027 as described in sections 4 and 5 of this Request for Quotation (RFQ).

The selected artist will work collaboratively with Blackfoot Elders co-curating the exhibition and Glenbow's Collections & Curatorial team to create a welcoming visual work that introduces visitors to the reimagined *Niitsitapiisini: Our Way of Life* exhibition. The consultant will report to the Director, Collections and Curatorial.

The anticipated contract term is from October 2026 through final artwork delivery in Q1 2027. Proponents should anticipate participating in meetings with Blackfoot Elders, Glenbow staff, and project stakeholders throughout concept development, review, and approval phases.

- **Date Issued: September 23, 2026**
- **Proposal Deadline: October 26, 2026**
- **Budget: Up to \$20,000.00 CAD (inclusive of all fees and disbursements, exclusive of GST, shipping and fabrication of vinyl application)**

## 2. Introduction and Background

Glenbow is one of Canada's leading art museums – a nationally recognized innovator in arts, culture, and education, with a deep commitment to reconciliation and decolonizing museum practices. For nearly 60 years, Glenbow has played a vital role in Calgary's arts and culture landscape. The museum's diverse and expansive collection of over 250,000 artworks, objects, and cultural belongings – including the largest public art collection in Western Canada – sets it apart from other museums and galleries in the country.

Since September of 2021, Glenbow has been closed to the public as it undergoes a complete reimagination, renovating its 1970s building in downtown Calgary to create an open, accessible, and dynamic community hub. This transformation marks an exciting new chapter for the museum, driven by a mandate for radical accessibility. Thanks to a \$35 million gift from Shaw Family Foundation, Glenbow will become the first major museum in Canada to offer free general admission – permanently removing financial barriers to access. In recognition of this transformative support, Glenbow's revitalized building will be named the JR Shaw Centre for Arts & Culture.

Glenbow's opening exhibition program will include a reimagined version of the original *Niitsitapiisini: Our Way of Life* exhibition exploring Blackfoot history and culture, curated by Blackfoot Elders and supported by Gerald McMaster and the Glenbow team.

As part of Glenbow's reimagined visitor experience, the Blackfoot Gallery will serve as a foundational exhibition, presenting stories, perspectives, and knowledge shared by Elders and community members. As visitors enter the Blackfoot Gallery, they will encounter a large-scale title wall introducing the exhibition and setting the tone for the experience that follows. The artwork will serve as a visual welcome and an expression of Blackfoot identity, history, territory, and connection to the land.

To support this work, Glenbow is seeking a qualified Blackfoot artist to develop an original artwork for the exhibition title wall. The final artwork will be digitized by Glenbow and integrated with exhibition title graphics, sponsor acknowledgements, and a quotation selected by the Elders.

### 3. Project Purpose and Objectives

- The title wall will serve as the visual introduction to the Blackfoot Gallery and the visitor experience that follows. The artist selected for the Title Wall Graphic for the Blackfoot Gallery will:
  - Create a welcoming and impactful visual introduction to the exhibition.
  - Reflect themes, stories, and perspectives identified by the Elders co-curating the exhibition.
  - Support visitor understanding of Blackfoot history, territory, culture, and relationships to the land.
- Function effectively as a large-scale environmental graphic within the gallery and museum space.
- The artist's design for the Title Wall Graphic will need to accommodate the integration of exhibition title text, donor recognition if applicable, and a quotation selected by the Elders. The design integration of these elements will be done by Glenbow's exhibition graphic designer.

### 4. Scope of Work

#### In Scope

- Develop an original artwork for the title wall of the Blackfoot gallery exhibition.
- Collaborate with Blackfoot Elders co-curating the exhibition and Glenbow staff to develop a concept aligned with the vision of the exhibition.
- Participate in up to five (5) project meetings, review sessions, and approval processes.
- Consider themes including, but not limited to, the scale of Blackfoot territory, Blackfoot identity, and relationships to the land.
- Create artwork using a medium suitable to allow for high resolution digitization and large-scale vinyl reproduction. Video and time-based media works are not permitted.
- Create artwork that can accommodate the integration of exhibition title text, donor recognition if applicable, and a quotation selected by the Elders.
- Provide concept sketches and a detailed study for review and approval.
- Deliver final artwork suitable for digitization and exhibition production. Glenbow will digitize the final artwork. The final installation will consist of a large-scale vinyl reproduction of the artwork. Artists working in digital art would be required to submit vector files. Artists working in photo-based media would be required to submit works at 300 DPI at 100% scale. Works in all other mediums must be shipped to Glenbow; Glenbow will coordinate and cover the costs of shipping.
- The artwork will occupy an approximately 16,200 mm wide x 4,500 mm high feature wall at the entrance to the Blackfoot Gallery. (Exact measurements and sizing to be determined with the Glenbow project team.) The artwork will occupy an approximately 16,200 mm wide

x 4,500 mm high feature wall at the entrance to the Blackfoot Gallery. (Exact measurements and sizing to be determined with the Glenbow Project Team.)

- The artist agrees that the payment is inclusive of artwork production costs, exhibition fees, on-site installation support, and reproduction rights for non-commercial purposes that are related to the exhibition's and Glenbow's promotion, which includes but is not limited to: exhibition advertising, invitations, and posters; Glenbow's promotional website and social media use; and in any commercial catalogue booklet produced for the exhibition, and archiving of the exhibition.
- Upon completion of the work, Glenbow may be interested in acquiring this artwork into its permanent collection. Glenbow shall have a right of first refusal for a period of ninety (90) days following written notice by the Artist of a bona fide third-party offer. If Glenbow does not elect to purchase the work within that period, the Artist shall be free to sell the work to the third party on substantially the same terms. If Glenbow chooses to acquire the work, the \$20,000 contractual amount will be applied as a credit toward the purchase.
- Complete all work according to the project schedule.

## Out of Scope

- Exhibition curation.
- Historical or cultural research beyond materials and direction provided through the project.
- Graphic design and placement of exhibition titles, donor acknowledgements, or interpretive text.
- Fabrication, printing, or installation services.
- Translation services.

## 5. Key Deliverables

1. Concept sketch.
2. Detailed study.
3. Final approved artwork.
4. Participation in project meetings and review sessions.

## 6. Artist Qualifications

Glenbow will evaluate submissions based on:

- Artistic quality, originality, and overall strength of portfolio.
- Demonstrated understanding of Blackfoot culture, stories, and perspectives.
- Experience creating large-scale, exhibition-based, public-facing, or community-engaged artwork.
- Experience working collaboratively with Indigenous communities, Elders, Knowledge Keepers, or community representatives.
- Demonstrated understanding of scale and environmental graphics.
- Strong communication and collaboration skills.
- Qualifications and experience of key personnel.
- Availability to participate in meetings and engagement activities throughout the project.
- Confirmation of ability to deliver within the \$20,000 CAD budget and project schedule.

## 7. Eligibility

Glenbow is specifically seeking proposals from qualified Niitsitapi/Blackfoot artists and/or Niitsitapi/Blackfoot-owned firms. In accordance with Glenbow's Indigenous Identity Affirmation Policy, Proponents are asked to verify Niitsitapi/Blackfoot identity through one of the following methods.

### Option 1: Written Documentation

Candidates (individual artists and/or corporate owners) may submit one of the following as valid proof of Indigenous identity.

1. A certified copy of written documentation and identification by accepted Canadian federal, provincial, and Indigenous governments and organizations. This may include a Treaty Card, Status Card, or Tribal Band Membership card; or
2. Written confirmation of Indigenous nationhood from a federally recognized band/tribal authority.

### Option 2: Self-Declaration

Candidates unable to provide the required documentation must submit a self-declaration statement, including:

- The candidate's Indigenous identity;
- Information on the First Nations, Métis, or Inuit community to which they claim connection (e.g., treaty, scrip, land claim, settlement, or region);
- Familial relationships and ancestral connections to the community; and
- Circumstances that prevent access to formal documentation (enfranchisement, Sixties Scoop adoption, Bill C-31, Status generation cut off).

Additionally, the candidate must submit:

1. A reference letter from the community's official appointed membership administrator confirming their acknowledgment and acceptance by the Indigenous community. This letter must acknowledge the relationship to the applicant and confirm the applicant's relation to the land and community they are claiming.
2. A statutory/formal affidavit regarding their Indigenous identity.

To honour the oral traditions of Indigenous Peoples, Glenbow may consider alternative mechanisms for verification such as oral statements (e.g., testimonials in collaboration with communities and Nations) and assistance with application processes for those who require it.

## 8. Submission Requirements

Please submit a single PDF (maximum 15 pages) that includes:

1. **Quotation Form** provided in Appendix A, including an itemized quote including hourly/day rates, travel, and additional charges.
2. **Artist Statement** (maximum 500 words) describing your artistic practice, connection to Blackfoot culture, and interest in this commission.
3. **Annotated Portfolio** including 5-10 examples of relevant artwork with the title, date, medium, dimensions, and brief description for each submitted work.
4. **Resume or CV** outlining relevant experience, including three (3) references.
5. **Approach to Collaboration** describing your experience working with Elders, Knowledge Keepers, communities, or collaborative creative teams.
6. **Eligibility Documentation** as outlined in the Eligibility section of this RFQ.
7. **Multiple Commission Consideration (if applicable)** Proponents seeking consideration for multiple Blackfoot Gallery commissions should identify the applicable RFQs and demonstrate their capacity to complete multiple commissions within the project schedule.

To honour the oral traditions and storytelling practices of Indigenous Peoples, proponents may supplement written submissions with audio or video submissions. Alternative formats will be accepted where appropriate and will be evaluated equally alongside written submissions.

## 9. Vendor Selection Process

Quotations will be evaluated and scored on the basis of the criteria set out below. The top-ranked respondent will be the respondent that achieves the highest total score. In the event of a tie, the selected respondent will be the respondent with the highest score on the non-price criteria.

| Evaluation Criteria                    | Weighting (Points) |
|----------------------------------------|--------------------|
| Relevant Experience and Qualifications | 30                 |
| Approach and Methodology               | 20                 |
| References                             | 20                 |
| Pricing                                | 15                 |
| Schedule Compliance and Availability   | 15                 |
| <b>Total Points</b>                    | <b>100</b>         |

A shortlist of vendors will be selected for interviews. Glenbow will contact shortlisted vendors directly and invite them to participate in a virtual interview to further discuss their qualifications, approach, and alignment with project goals. Please see the Project Timeline below for more details.

## 10. Project Timeline

| Timeline            | Milestone                                                                              |
|---------------------|----------------------------------------------------------------------------------------|
| September 23, 2026  | RFQ issued                                                                             |
| October 26, 2026    | Submission deadline                                                                    |
| November 9–12, 2026 | Artist interviews                                                                      |
| November 16, 2026   | Artist selected and onboarding starts                                                  |
| November 20, 2026   | Project kickoff with Elders                                                            |
| December 11, 2026   | Concept sketch submission, including initial specifications and draft artist statement |
| January 4, 2027     | Detailed study submission, including full specifications and multiple sketches         |
| March 31, 2027      | Final submission                                                                       |

## 11. Submission Instructions

Please submit Statement of Quotation and supporting documentation via email to:

**Attention:** Christine Leppard, Director, Collections & Curatorial, Glenbow  
[cleppard@glenbow.org](mailto:cleppard@glenbow.org)

**Subject Line:** CONFIDENTIAL – GLENBOW ARTIST COMMISSION – TITLE WALL RFQ

**Closing Date:** October 26, 2026

**Before:** 14:00 MT

## 12. Terms and Conditions

This RFQ does not constitute an offer to contract. Glenbow reserves the right to:

- Modify, withdraw, cancel, or re-issue this RFQ at any time.
- Reject any or all submissions.
- Select an artist without the lowest proposed fees.
- Request interviews or clarification.
- Initiate an alternative selection process.

Proponents shall disclose any actual or potential conflicts of interest, including existing business relationships with Glenbow or any known participants involved in the project.

Proponents shall treat all information received through this RFQ process, and any subsequent contract award, as confidential and shall not disclose such information to any person or organization without the prior written consent of Glenbow.

All submissions will be treated as confidential between Glenbow and each respondent. Glenbow will not disclose submission contents to other participants and will treat all submissions confidentially to the extent permitted by law.

Glenbow has no responsibility for costs incurred by proponents in preparing or submitting responses to this RFQ.

All submitted materials become the property of Glenbow.

## Appendix A - Quotation Form

### Respondent Information

|                                                                                                                                                                    |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Please fill out the following form, naming one person to be the contact for this RFQ response and for any clarifications or communication that might be necessary. |  |
| Full Legal Name of Respondent:                                                                                                                                     |  |
| Any Other Relevant Name under which the Respondent Carries on Business:                                                                                            |  |
| Street Address:                                                                                                                                                    |  |
| City, Province/State:                                                                                                                                              |  |
| Postal Code:                                                                                                                                                       |  |
| Phone:                                                                                                                                                             |  |
| Company Website (if any):                                                                                                                                          |  |
| Respondent Contact Name and Title:                                                                                                                                 |  |
| Respondent Contact Phone:                                                                                                                                          |  |
| Respondent Contact Email:                                                                                                                                          |  |

### Non-Binding Price Quotations

The respondent will provide the Scope of Work for the following pricing in Canadian dollars (CAD):

|                                                                                       |
|---------------------------------------------------------------------------------------|
| <b>Fees for Title Wall Graphic Artist Commission (inclusive of all disbursements)</b> |
| \$                                                                                    |

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Signature of Respondent

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Name of Respondent

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Date