



Introduction:

Causeway Coast and Glens Heritage Trust (CCGHT) invites quotations from suitably qualified and competent photographers to provide photography services for the *Causeway Coast Area of Outstanding Natural Beauty (Boundary map attached)*. ***Please note that applicants must be able to facilitate both elements of this invitation to quote.*

The closing date for return quotations is **12 Noon Friday 21st February 2025**

Causeway Coast and Glens Heritage Trust:

CCGHT is a public/private/voluntary sector partnership set up in 2002. The area covered by CCGHT includes a wide variety of scenic landscapes, important wildlife resources and cultural heritage sites, including three Areas of Outstanding Natural Beauty (AONBs) - Causeway Coast, Binevenagh and Antrim Coast and Glens - and the Giant's Causeway and Causeway Coast World Heritage Site (WHS).

CCGHT aims to '*raise awareness of the special qualities of the natural, built and cultural heritage of the Causeway Coast & Glens area including the Antrim Coast & Glens, Causeway Coast & Binevenagh Areas of Outstanding Natural Beauty; promoting environmental management and sustainable development that aims to conserve and enhance the unique heritage of the area for the benefit of all.*

For further information on CCGHT and our work, please visit www.ccght.org

Project Background

1. Event Photography: We require a photographer to capture a School's Archaeology event at Portballintrae Village Hall on Friday, 28th March 2025, from 10:00 am to 2:00 pm. The event will consist of speeches and both indoor and outdoor activities. We require a digital selection of formal and informal photographs (max 60 images) in high res. A photograph list will be provided in advance of the event. These images will be used by CCGHT and Queens University Belfast for promotional and archival purposes. ***Please note Access NI checks must be in place for this event.*

2. Digital Portfolio of the Causeway Coast Area of Outstanding Natural Beauty (AONB): In addition to the event, we would also like to commission a photographer to capture a portfolio of the Causeway Coast Area of Outstanding Natural Beauty (AONB) (min 300 images). The portfolio should encompass the natural, built, and cultural heritage of the Causeway Coast AONB and will be featured in the new Causeway Coast AONB Management and Action Plan as well as across our social media channels.

Terms and Conditions

- CCGHT will require full ownership of the images once the contract is completed.
- Payment schedule: 60% of the total fee will be paid upon the sign-off of the event portfolio after 28th March 2025, with the remaining 40% due upon submission of the final portfolio on Wednesday, 9th July 2025.
- The photographer will be required to capture photographs of the Causeway Coast AONB from the time of appointment until project completion.
- The photographer must have good knowledge of the AONB and require little guidance on the images required.
- Drone footage is welcome but not a requirement of this contract. (** Licence and permission must be in place).
- All photographs must be of the highest resolution. They should be supplied to CCGHT via WeTransfer.
- Applicants should provide a portfolio showcasing previous relevant work.
- Quotations must include all fees, travel, direct and indirect costs, expenses, and VAT (if applicable). Applicants should have access to a car or another form of transportation to fulfil this project.
- All applicants must confirm in writing that they can facilitate both elements of the project and that they can meet both deadlines.

- ***The deadline for delivery of the March event photograph portfolio is Wednesday 16th April 2025.***
- ***The deadline for delivery of the Causeway Coast AONB portfolio is Wednesday 9th July 2025.***

Award of Contract

CCGHT does not bind itself to accept the proposal with the lowest stated price. The contract will be awarded to the most advantageous proposal based on an assessment of price, quality, ability, relevant experience, and stated ability to satisfactorily meet the requirements of the contract.

CCGHT will not compensate the proposer for costs associated with the production of this proposal. It is expected that tender respondents will be informed of the outcome of the tender process in the week commencing 24th February 2025.

Official Amendments

Should CCGHT need to amend the tender documentation or process all bidders in receipt of documents will be notified simultaneously. If deemed appropriate the deadline for receipt of tenders will be extended.

Submission

Email quotations to tierna@ccght.org and title your email *CCAONB Photography tender*. Applicants are responsible for ensuring emails have been received before the deadline.

Quotations must comply with the requirements set out in this invitation; those that fail to address these requirements will be ineligible and will not be considered.

For any queries relating to this invitation to quote, please contact Tiérna on tierna@ccght.org or 07595413239. (*Queries between 10th-14th February relating to this project should be directed to nikki@ccght.org*)

The closing date for the return of quotations is **Friday 21st February 2025 12 noon via email.**