



**Terms and conditions governing the selection process of a
curatorial proposal for the participation of Catalan culture in the
60th International Art Exhibition – La Biennale di Venezia in 2024,
within the program *Eventi Collaterali***



CONTENTS

A. Summary Table of Characteristics

B. Terms and Conditions

1. Purpose of the Present Terms and Conditions
2. Selection Process
3. Expert Committee
4. Documentation, Deadline and Application Presentations in the 1st Round
 - 4.1 Documentation
 - 4.2 Deadline
 4. Application Presentation
5. Documentation, Deadline and Receiving Location for the 2nd Round of Applications
 - 5.1 Documentation
 - 5.2 Deadline
 - 5.3 Documentation Presentation
6. Prizes
7. Qualification Criteria for Each Round
 - 7.1 Selection Criteria for the Three Finalist Projects
 - 7.2. Selection Criteria for the Winning Project
8. Resolution Procedure of the Selection Process and Announcement of the Decision
9. Contracting Resulting from the Selection Process
10. Assignment of Rights
11. Competent Jurisdiction

C. Annexes

Annex I

Annex II

Annex III

Annex IV



A. Summary Table of Characteristics

A	Purpose:	The purpose of these terms and conditions is the regulation of the two-round selection process of a curatorial project for the participation of Catalan culture in the 60 th edition International Art Exhibition – La Biennale di Venezia in 2024, within the program <i>Eventi Collaterali</i> .
B	Selection process:	This process will consist of two rounds.
C	Prizes for the finalists and winning project:	See section 6 of these terms and conditions.
D	Assessment criteria:	See section 7 of these terms and conditions.



B. Terms and conditions governing the selection process of a curatorial proposal for the participation of Catalan culture in the 60th International Art Exhibition – La Biennale di Venezia in 2024, within the program *Eventi Collaterali*

1. Purpose of These Terms and Conditions

The purpose of these terms and conditions is the regulation of the two-round selection process of a curatorial project for the participation of Catalan culture in the 60th International Art Exhibition – La Biennale di Venezia in 2024 (hereinafter, the Biennale Arte 2024), within the program *Eventi Collaterali*.

This project shall comply with the conceptual framework and the maximum production amount established in ANNEX I.

2. Selection Process

This process will consist of two rounds:

- **1st Round**

All interested natural or legal persons may submit their application, attaching a proposal and the other documentation listed in section 4 and within the designated period also outlined in the same section.

An expert committee will choose a maximum of three proposals as finalists, based on the criteria set out in section 7.1, and invite them to participate in the 2nd round. This invitation will be made as of July 20, 2023.

- **2nd Round**

The three finalists will participate in the 2nd round by submitting, within the deadline, a project and the remaining documentation listed in section 5. These finalists will be called to defend their proposal in person before the expert committee on August 31, 2023 at the Institut Ramon Llull (hereinafter, the Institut). They may be called between 10 am and 2 pm.

The expert committee will select the winning proposal (hereinafter, the winner) based on the criteria set out in section 7.2.

For having participated in the 2nd round, the three finalists will receive the prize established in section 6.

The winner of this selection process will then be proposed to sign a contract of services in the terms established in section 9.



3. Expert Committee

The expert committee consists of a chairperson, five board members and a secretary.

Chairperson: **Elvira Dyangani Ose**, director of the Museu d'Art Contemporani de Barcelona (MACBA).

Board members:

Marko Daniel, director of the Fundació Joan Miró (Barcelona).

Ruth Estévez, director and chief curator of the Amant Foundation (New York) and co-curator of the 34th São Paulo Biennial.

Oriol Fontdevila, researcher and professor, curator of the Catalan exhibition at the Biennale Arte 2022.

Ingrid Guardiola, director of Bòlit – Centre d'Art Contemporani (Girona).

Andrea Lissoni, artistic director of Haus der Kunst (Munich).

The person responsible for contracts, agreements and processing of grants at the Institut Ramon Llull will act as secretary of the expert committee and as a legal advisor, with full say but no vote.

The person in charge of the Arts Department of the Institut Ramon Llull and the director of the Institut Ramon Llull will participate with a full say but without a vote in the meetings of the expert committee.

To adopt any agreements, the expert committee chairperson's vote will decide any ties.

4. Documentation, Deadline and Application Presentations in the 1st Round

4.1 Documentation

Documents to be presented:

- 1– Participation application to the selection process for a curatorial project for the participation of the Catalan culture in the Biennale Arte 2024 within the program *Eventi Collaterali*, according to the form attached in ANNEX II.
- 2– Declaration confirming the applicant is up to date in the fulfillment of their tax and Social Security obligations, according to the model attached in ANNEX III, for natural persons, or ANNEX IV, for legal persons, as appropriate.
- 3– The applicant must submit a CV together with a proposal of no more than three pages long outlining the project's general ideas and the artists selected, in accordance with the conceptual framework and budget that are listed in Annex I. In the event that the application is presented by a group consisting of several natural persons, the proposal must be signed by all of them, and all of their respective CVs must be submitted. As the expert committee includes international members, the documentation must be submitted in Catalan and/or English.



In the case of legal persons, the CV of the person(s) proposed as the curator(s) must be included, and the proposal must be signed by the proposed person(s).

4.2 Deadline

The maximum deadline for applications is from the day following the publication of these terms and conditions on the Institut Ramon Llull website until 2 pm on Wednesday, July 12, 2023.

4.3 Application Presentation

Proposals should preferably be submitted online. To do so, you must:

- 1.- Access: https://www.llull.cat/english/seu_e/instancia_generica.cfm
- 2.- Fill in the corresponding form, indicating "Creació" in the "Recipient department" field and "Sol·licitud admissió 1ª volta - Biennal Art Venècia 2024" in the "Subject" field.
- 3.- Attach the necessary documentation according to section 4.1.
- 4.- Send.

Natural persons may also present their applications in person (documentation must also be submitted on a USB stick, in PDF format).

If submitting via paper format, the envelope with the documentation can be delivered to one of the following three locations, always within the maximum deadline for applications:

- a) Entry register at IRL, Avenida Diagonal, 373, 08008 Barcelona, before the end of the presentation period. Opening hours: Monday to Friday, from 09:00 am to 2:00 pm.
- b) Post Offices, in the terms established by article 16 of Law 39/2015, on the Common Administrative Procedure of Public Administrations, and by article 31 of Royal Decree 1829/1999, of December 3, which approves the Regulation regulating the provision of postal services, in development of the provisions of Law 24/1998, of July 13, of the Universal Postal Service and of Liberalization of the Postal Services: the requests, writings and communications that citizens or entities send to Public Administration authorities, through the operator to which the provision of the universal postal service has been entrusted, will be presented in an open envelope, and in the header of the first sheet of the document that you want to send, the name of the office and the date, place, time and minute of its admission are clearly stated. These circumstances must appear in the receipt as proof of admission.
- c) Any other of the places listed in article 16.4 of Law 39/2015, of October 1, on the Common Administrative Procedure of Public Administrations.

Proposals submitted at the locations indicated in subparagraphs (b) and (c) must meet the following requirements to be accepted:

- They must be submitted at the places indicated in paragraphs b) and c) within the maximum application deadline, and they must be received by IRL within a period of 10 calendar days from the end of the maximum deadline for proposal presentation. Once this period has expired, no proposals will be accepted under any circumstances.
- IRL must be informed, by e-mail (licitacions@llull.cat) during the last day of the deadline for proposal presentations, that envelopes have been deposited stating the time,



date and place of deposit. The content of the application should also be sent to the same e-mail address so that the proposal can be evaluated at the expert committee meeting.

Communication by e-mail that a proposal has been sent will be valid if the transmission and receipt of the dates and the full content of the communications are recorded, and if the sender and the recipient are reliably identified.

5. Documentation, Deadline and Receiving Location for the 2nd Round of Applications

Only natural and legal persons who have been invited will participate in this phase.

5.1 Documentation

The documentation that the finalists must submit to participate in the 2nd round is as follows:

- Project that develops the contents and formal proposal presented in the 1st round as well as the artist(s) and/or authors proposed to be part of the exhibition.
- Design of the exhibition space and distribution of the works presented (finalists will receive the layout of the space where the exhibition will take place).
- Project budget within the maximum project cost established in Annex I.
- Letter of commitment signed by the selected artists/authors, in accordance with the form that will be provided to the finalists.

5.2 Deadline

The presentation deadline will be 2 pm on Friday, August 25, 2023.

5.3 Documentation Presentation

Documentation should preferably be submitted online. To do so, you must:

- 1.- Access: https://www.llull.cat/english/seu_e/instancia_generica.cfm
- 2.- Fill in the corresponding form, indicating "Creació" in the "Recipient department" field and "Convidat a la fase d'Idees – Biennal Art Venècia 2024" in the "Subject" field.
- 3.- Attach the necessary documentation according to section 5.1.
- 4.- Send.

They can also be presented on paper (documentation must also be submitted on a USB stick, in PDF format).

When you opt for paper, the envelope with the documentation can be delivered in the same terms as those established in section 4.3 of these terms and conditions.

6. Prizes

For participation in the 2nd round, the three finalists will receive a prize of 3,000 euros (VAT included and subject to Personal Income Tax).

The winner of the selection process will receive a prize of 5,000 euros (VAT included and subject to Personal Income Tax).



7. Qualification Criteria for Each Round

7.1 Selection Criteria for the Three Finalists

The evaluation criteria for the candidacies of the participants in the 1st round are the following:

- Suitability of the project within the conceptual framework for the Biennale Arte 2024 (ANNEX I).
- The interest of the proposal and its capacity to add value, from the unique standpoint of contemporary Catalan creativity and in dialogue with the international context of contemporary art.

In addition, the final assessment of the proposals by the expert committee will be made taking into account the CVs presented.

The expert committee reserves the right to declare null and void this selection process in the event that none of the 1st round proposals adequately fulfills the invitation criteria.

7.2 Selection Criteria for the Winning Project

The expert committee will meet with each of the three finalists and select a winning project based on the following criteria:

- Suitability of the project within the conceptual framework for the Biennale Arte 2024 (ANNEX I).
- The interest of the proposal and its capacity to add value, from the unique standpoint of contemporary Catalan creativity and in dialogue with the international context of contemporary art.
- The project's technical and economic viability.

The Institut Ramon Llull reserves the right to declare null and void this selection process if the expert committee considers that none of the proposals that have reached this stage adequately meet the criteria established in these terms and conditions.

8. Resolution Procedure for the Selection Process and Announcement of the Decision

The Institut Ramon Llull will decide the winning project and will communicate its decision starting on August 31, 2023 to all the finalists who participated in the 2nd round.

9. Contracting Resulting from the Selection Process

The Institut Ramon Llull will hire the winner during 2023 for the amount of 5,445 euros (including taxes), to develop the winning project, which will be presented by the Institut Ramon Llull to the Biennale Foundation for inclusion as an *Eventi Collaterali* in the Biennale Arte 2024.

There is adequate and sufficient credit to satisfy the granting of this subsidy from the appropriations of budget item D/010/048/ 226.0001 BIENNAL VENÈCIA - ARTS VISUALS - of the Institut budget for 2023, and in view of the agreement reached by the Institut's Board of Directors on June 16, 2023 to approve the multi-year expenditure.



If the project is selected by the Biennial Foundation to be part of the *Eventi Collaterali* program, the Institut Ramon Llull will commission the winner to definitively develop the project and direct its realization during 2024 for the amount of 9.160 euros (including VAT and subject to personal income tax). This amount includes the costs of the curator's trip to attend the exhibition's opening scheduled for April 17, 18 and 19, 2024. In the event that the winning project is submitted by a curatorial team with more than one curator, the amount will be increased to 11.060 euros (for two curators, including VAT and subject to withholding of personal income tax) or 12.960 euros (for three or more curators, including VAT and subject to withholding of personal income tax), in order to cover the travel costs of the additional curator(s).

In the event that the project does not pass the selection phase of the Fondazione La Biennale di Venezia, the Institut Ramon Llull reserves the possibility of producing the proposal in the same space and in the planned calendar schedule (outside the official program of the Biennale Arte 2024, but coinciding with its celebration), of producing it in another location and with a different schedule, or of not producing it at all.

Prior to the formalization of this contract, the Institut Ramon Llull will officially verify, provided they have the finalist's authorization¹, the information and compliance of the following requirements:

- a) The applicant's personal identification. In the event that the request is made by a group consisting of several natural persons, the identification of all the members shall be verified.
- b) In the case of legal persons, the identification relating to the legal entity, the capacity to act and the tax identification document of the entity, in the corresponding fields.
- c) Identification relating to its registration in the census of the tax on economic activities, if applicable.
- d) Identification or documents regarding being current with tax obligations and Social Security.

In the event that the investigating body, for reasons beyond its control, is unable to officially verify identifying information and compliance with the aforementioned requirements, it will individually require the applicant to provide them within 10 working days.

The investigating body will also not officially verify the accreditation of the legal representation when the documentation is submitted by electronic means and the electronic signature also proves that the signatory has sufficient powers to act on behalf of the represented person.

10. Assignment of Rights

10.1 The winner of this selection grants the Institut Ramon Llull the intellectual property rights (exploitation, reproduction, distribution, public communication and transformation) of the project for the participation of Catalan culture in the 60th International Art Exhibition – La Biennale di Venezia in 2024 within the program *Eventi Collaterali*, without prejudice to the moral rights that they may hold due to their status as author.

10.2 In accordance with the foregoing, the exploitation rights to the works created by virtue of this contract (texts, talks, press conferences, etc.), insofar as they can be considered a work constituting intellectual property under current Spanish law, shall be assigned to the Institut on an exclusive basis and for the duration of the exhibition (and any tours thereof),

¹ This authorization appears on the application form.



provided this is done for the purpose of promoting, raising awareness of and publicizing the participation of the winning proposal in the Biennale Arte 2024 within the *Eventi Collaterali* program. To this end, the Institut shall exclusively hold the rights of reproduction, distribution, public communication and transformation (including translation and adaptation), whether in full or in part, jointly or separately, and with regard to any form of exploitation that the Institut may deem appropriate and for all known formats and media, including television recording and broadcasting; graphic, phonographic, video, digital, and audiovisual formats and media; data processing and multimedia formats and systems (including DVD, interactive CD, and digital and/or electronic networks such as the Internet), ensuring full respect for the moral rights of the authors and for the duration of the exhibition and any tours thereof.

Furthermore, these rights to said works shall be assigned on a non-exclusive basis, with a worldwide scope and for the maximum duration provided for in Royal Legislative Decree 1/1996 of April 12 approving the revised text of the Spanish Intellectual Property Act, provided this is done for the purpose of promoting, raising awareness of and publicizing the participation of the winning proposal in the Biennale Arte 2024 within the *Eventi Collaterali* program, in any and all formats (whether analogue or digital, and including databases) that the Institut may deem appropriate. This condition of non-exclusivity shall apply when the final tour ends.

10.3 The winner of this selection process authorizes the Institut to transfer the assigned rights to third parties, whether public or private, in the form and for the duration that the Institut – and the third parties in question – deem appropriate, provided this is done for the purpose of promoting, raising awareness of and publicizing the participation of Catalan culture in the Biennale Arte 2024 within the *Eventi Collaterali* program.

10.4 The winner of this selection process declares that they have full freedom to assign the exploitation rights to the Institut, including the rights to the works created by their team and any consultants or experts they may hire. Otherwise, they shall be held fully liable by the Institut or any third party for any claims related to the corresponding authorship and/or economic exploitation rights. Consequently, the Institut shall not be held liable for any claims or financial charges that may be made by third parties in relation to the authorship of the works created by virtue of this contract.

10.5 The Institut undertakes to acknowledge the authorship of the winner's works in the promotional activities and public communications that it carries out in relation to the exhibition.

10.6 The Institut reserves the right to make the exhibition content available to the public under a CC (Creative Commons) license, provided the winner is consulted beforehand.

10.7 By submitting their application, the applicant confirms that they understand and accept this clause 10 regarding the assignment of rights.

By virtue of this assignment, the Institut reserves the right to organize a tour of the exhibition once the Biennale Arte 2024 has ended. Under such circumstances, the Institut shall enter into an agreement with the winner with regard to the conditions governing the adaptation of the project for said tour.

11. Competent Jurisdiction

The contentious administrative jurisdictional order is the competent one for the resolution of any contentious issues related to the preparation, the awarding, the effect, the fulfillment and the expiration of this contract.



ANNEX I

CONCEPTUAL FRAMEWORK

The Institut Ramon Llull presents for the eighth time the Catalan proposal for the Biennale Arte. The 60th International Art Exhibition – La Biennale di Venezia in 2024 will be curated by Adriano Pedrosa under the title “Stranieri Ovunque - Foreigners Everywhere”.

In the words of Adriano Pedrosa, in the official announcement of the Biennale Arte 2024, “the backdrop for the work is a world rife with multiple crises concerning the movement and existence of people across countries, nations, territories and borders, which reflect the perils and pitfalls of language, translation and ethnicity, expressing differences and disparities conditioned by identity, nationality, race, gender, sexuality, wealth, and freedom. In this landscape, the phrase *Foreigners Everywhere* has (at least) a dual meaning. First of all, that wherever you go and wherever you are you will always encounter foreigners—they/we are everywhere. Secondly, that no matter where you find yourself, you are always, truly, and deep down inside, a foreigner (...) The Biennale Arte 2024 will focus on artists who are themselves foreigners, immigrants, expatriates, diasporic, *émigrés*, exiled, and refugees—especially those who have moved between the Global South and the Global North”. The official address of the curator can be found here:

<https://www.labiennale.org/en/news/biennale-arte-2024-stranieri-ovunque-foreigners-everywhere>

The project that the Institut Ramon Llull submits to the 60th International Art Exhibition – La Biennale di Venezia in 2024 for its inclusion in the *Collateral Events* section must include an original exhibition and must stand out among the numerous proposals presented at the Biennale Arte 2024, adding value to the theme proposed by the artistic director of the Biennale, Adriano Pedrosa, from the unique standpoint of artistic practice in the Catalan context (in its broadest sense).

PRODUCTION COSTS

The maximum production amount available is 260.000.00 euros (including taxes). This amount includes the following elements related to the exhibition's production:

- Fees of the artist(s) selected. These fees must include the costs of traveling to Venice to attend the opening, or traveling at any other time if required while the project is ongoing. The proportion of the artist's fees in relation to the work done on the project (solo or collective exhibition, new work or adaptation) must comply with good practices in the sector.
- Fees of all of the artistic team included in the proposal pursuant to the project's execution: design of the exhibition space, graphic design, participating authors and other collaborators. These fees must include the costs of traveling to Venice for the opening, or traveling at any other time if required while the project is ongoing.
- Production of the exhibition itself and of the work exhibited: rental and/or purchase of technical, computer and/or audiovisual material, production of the exhibition's elements and pieces, and all of the production-related costs throughout the full duration of the exhibition (from April to November).



- Round trip transportation of all the exhibition elements, from Barcelona to Venice and back again. Packaging costs must also be taken into account in each case, along with all of the costs related to local transportation of the materials to the warehouse from where they will be shipped. Illustrative transportation costs for Barcelona-Venice-Barcelona (round trip): standard 30 m³ truck: 14,400 euros (including VAT); standard 60 m³ truck: 17,000 euros (including VAT); specialist 30 m³ truck for the transportation of art: 18,900 euros (including VAT); specialist 60 m³ truck for the transportation of art: 24,100 euros (including VAT).
- Assembly/disassembly, including technicians' fees, per diems, travel costs, and accommodation. It will be necessary to plan and provide for the installation and assembly of the general lighting for the exhibition space, all of the exhibition elements, the graphic materials for the door and inside, the banner to be hung next to the pavilion, etc. Illustrative costs for a technician to spend a day working in Venice: 1,200 euros (including VAT). This includes fees, per diems, travel costs, and accommodation. The number of technicians required will depend on the complexity of the project.
- Publication or catalogue (including design, editing, printing, translations, copyright, distribution).
- Parallel program to the exhibition (if applicable), during the six months of the exhibition's duration.
- Any other costs arising from the design, production and assembly of both the exhibition as well as the graphic material and unforeseen events.

Monitoring of the project budget, to be carried out by the Institut Ramon Llull, may result in readjustments to the content and production of the exhibition in order to remain within the established maximum amount.

SUBMISSION SCHEDULE:

In accordance with La Biennale di Venezia protocol for projects forming part of the 60th International Art Exhibition within the *Eventi Collaterali* program, the key dates to bear in mind for the winning project are as follows:

- Submission of the project in order to apply for inclusion in the *Eventi Collaterali*: **September 15, 2023**
- Confirmation of acceptance on the part of the Biennale: **December 15, 2023**
- Submission of the final exhibition plan: **January 11, 2024**
- Submission of material for the Biennale Arte 2024: **January 19, 2024**
- Submission of press materials: **February 13, 2024**
- Pre-opening dates in Venice: **April 17, 18 and 19, 2024**
- Exhibition dates: from **April 20 to November 24, 2024**

More information: <https://www.labiennale.org/en/art/2024/collateral-events-procedure>