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| # | Clarification | Answer |
| 1 | One of the criteria is to  supply four images within the tender documents. I would like to submit additional images  to show more work I have done that is relevant to this brief. I’d like to submit everything as a PDF; text and images unless another format is  preferred. | Tenderers should use their submission as an opportunity to demonstrate their suitability for the contract; the tenderer can include more imagery if they feel it will support their submission. As set out in the evaluation criteria, Tenderers must decide how best to demonstrate their “knowledge, experience, skills and resource” to meet all the requirements of section 3.  Tender submissions and any supporting documentation should be submitted as one PDF. |
| 2 | Would this be suitable for a freelance photographer and how do you  envisage this working regarding timings and pay etc. I am a professional photographer of many years, but at present I also have a 9-5 - I'm just wondering whether I could work it around my day job. | This arrangement will not work for CTI - whoever gets the contract will need to fit around a variety of businesses. The normal hours of working are expected to be between 9-5 Monday to Friday, with occasional exceptions including evenings and/or weekends. |
| 3 | just wanted to get an idea of how many events and shoot days would be  required of the Photographer over the 2 and half year frame work? | At this stage, the number of days/ events has not been calculated. However, it is expected that numerous visits to a variety of locations throughout the region will be required. |
| 4 | I had come across the two CTI Tenders and was hoping you'd be able to  clarify on both of them broadly how many anticipated shoots you would be expecting as  part of the costs for both projects? If this contract has been run in the past is there a figure  which we could use as a guide? | As stated in the Tender Specification, the contract will be issued to the successful tenderer as part of a ‘call down’ contract. At present, CTI do not have a prescriptive list of activity and are unable to detail anticipated number of shoots however it is expected that they will run frequently throughout the year.  All activity will be completed on a quotation basis and therefore CTI recommend referring to section 6 of the tender specification. |
| 5 | Many thanks for taking the time to talk to me this morning. I’ve attached a link to the Association of Photographers guidelines on Copyright for Clients. This supports the EU commission rules on copyright.  The only time I have passed over copyright was to the Ministry of Defence as the material had a sensitive aspect to it based on the security and safety of individuals. Other than that it is best practice for professional creatives to maintain their copyright and negotiate with clients a licence to use, which includes the period, territory and media. Personally, I’d be happy to include a licence to use my commissioned images for any timescale for any promotional activities directly associated with CDC and Cornwall County Council.  This is all explained far more clearly here! …..  https://www.the-aop.org/information/copyright-4-clients | CTI require a photographer to take photographs on their behalf. By submitting a tender application, the tenderer acknowledges that the copyright to all material produced during the project will be the property of CTI and the tenderer should price their hourly rate accordingly. |