

SFCA Photographic Services

Documents:

24 photographic sessions of new acquisitions, existing works, exhibitions, and commissions in a variety of media, shapes, and sizes.

Where:

No. 1 Capitol District Building

250 South Hotel Street, 1st floor, Museum Support Area and 2nd floor galleries.

Time:

Withing the hours of 9:00AM and 8:30PM

Provided by the SFCA:

Backdrop paper, art handling

Photographer provides:

- Equipment and all supplies for digital documentation.
- For each artwork photographed:
 - **TIFF digital file (3,000-4,000 pixels across the long dimension @ 300ppi minimum)**
 - **Full sized (3,000 – 4,000 pixels across the long dimension @ 300ppi minimum)**
 - **Cropped JPEG files (3,000 – 4,000 pixels across the long dimension @ 300ppi minimum)**
 - **72ppi @ 6 inches across the long dimension**
 - **4 x 6 @ 300ppi**
 - **24 x 36 (or equivalent) @ 300ppi**
- Photographer must grant use rights for all digital documentation of the images to the SFCA as work for hire, for unlimited use. Uses include collection registration, digital imaging, exhibition catalogues, magazines, and publicity. Photographer must be adept at Photoshop.
- Quote based on:
 - 24 photo sessions. From July 15, 2024 – June 30, 2025
 - Average 3½ hour photo shoot to document approximately 20 works of art.

Please provide with bid submission:

1. Please provide total bid for all 24 sessions. Do not place bid itemizing each session. This is for 24 3½hour photo shoots to document up to 20 works of art per session. PLEASE PROVIDE THE TOTAL AMOUNT OF ALL 24 PHOTO SHOTS EXECUTED.
2. List of art collections photographed in the past with examples.
3. Acceptance of the terms that the photographer must grant use rights for all digital documentation of the images to the SFCA as work for hire, for unlimited use. Uses include collection registration, digital imaging, exhibition catalogues, magazines, publicity, marketing, and social media.