

WEBSITE DESIGN

Request For Proposal

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KZNSA
KWAZULU NATAL
SOCIETY OF ARTS

166 Bulwer Road, Glenwood, Durban, 4001
Postnet Suite 150, Private Bag X04, Dalbridge, 4014
TEL: (031) 277 1705
www.kznsagallery.co.za

PBO No : 130002597
Income Tax Ref No : 9018/479/18/9
NPO No : 004-833NPO
VAT No : 4840108288

Organisation Background

The KwaZulu-Natal Society of Arts, founded in 1902 and located in Glenwood, Durban was initially established as an informal opportunity for artists to discuss, exhibit and market their work. Over the next century the organisation experienced tremendous growth and underwent a number of radical transformations, and today it is KZN's premier contemporary art gallery, hosting exhibitions of local, national and international importance.

There are a number of components to the organisation, including the gallery, shop and Arts Café. The shop develops and markets one hundred percent local only craft and design and is also an important outlet in the province for design from the rest of the country. The Park retail gallery showcases the work of KZN talent, with art and affordable frames available to take away and collect.

However, the key component of the organisation is its gallery exhibitions and public education programmes. The Main, Mezzanine and Media Galleries offer exhibition spaces ranging from the epic to the intimate, including a range of digital projection facilities. Accompanying these exhibitions is a diverse public education programme including artist and curator walkabouts, take away info sheets, a blog, seminars and making workshops.

The KZNSA is a registered non-profit organisation, reg no. 004-833 NPO, is registered with SARS as a Public Benefit Organisation (PBO) 130002597, It has Section 18 A Status, classifying it as an arts and culture education service provider. This places the KZNSA in a unique position, straddling the divide between non-profit public art space on the one hand, and a contemporary gallery that has the benefit of the artist in mind, on the other.

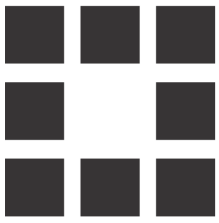
This unique position presents many exciting challenges to an organisation that serves the interests of a broad community of artists and is committed to an ethos of *Activation, Incubation and Transformation*.

KZNSA is a member-based Society, governed by a democratically elected council, with specialist sub-committees. Russel Hlongwane is the current president of the KZNSA Council. Council office bearers are Rre Kunene (Vice President), Carl Petzer (Treasurer) and Margaret Jack (Secretary).

Angela Shaw is the creative Director on the operations team and Monique Kurvers is the Finance Director and Café Manager.

GALLERY | SHOP | ARTS CAFÉ | LAB

ADMIN: admin@kznsagallery.co.za **GALLERY:** gallery@kznsagallery.co.za **SHOP:** shop@kznsagallery.co.za
ARTS CAFE: cafe@kznsagallery.co.za



Project Goals

The KwaZulu-Natal Society of Arts website to be found on <http://www.kznsagallery.co.za/>, has been live since 2008.

It is in need of a complete overhaul on look and feel, as well as additional items being added to the website, that speak more to the changing role of the organisation and actively engage new and existing members of the Society.

The project team seek to rebuild the site from scratch to update the technology stack. Due to the value of existing content it is essential that all existing exhibition and artist archives are carried over to the new site.

The goals of this project are the following:

1. Revamp look and feel so that the website has a fresh face
2. Improve UX so that the user experience is smoother and easier
3. Improve on SEO
4. Re-use all the current exhibition history
5. Communicate the KZNSA as a more experiential environment with many aspects and opportunities
6. Encourage people to sign up as a member of the Society
7. Highlight the benefits of becoming a sponsor/ donor
8. Highlight the benefits of becoming an artist that showcases at KZNSA
9. Highlight partnership and collaboration opportunities
10. An additional bonus would be the ability to import all historical data, without changing links, so that historical data as it relates to SEO is preserved. Suggestions would be welcome.



Sitemap

Home

About

NPO / PBO etc

Council bios and photos

Operations team bios and photos

News

Competitions / Awards

Partner organisation events

Local community announcements

Events

Current

Past

Themes

Shop

Open call for new suppliers and makers of product

Shop now (not integrated online shopping. The ability to click on products and add them to a basket, add users email address and telephone number, and email the basket to KZNSA with details as well as to the user)

Artists

Archive Artists

Collaborate

Want to Exhibit? (Click on form that downloads) also add in secure area, accessed via log in, and then add pages that allow for the download of exhibition costs, gallery plans and photos).

Exhibitions

Education

Link to Secondary School Blog

Walkabouts, etc.

Paying workshops

LAB talks

KZNSA (About Us)

Why Donate

Membership programme

Café

Menu

Functions and events (get quote area) (standard form needs to open and download)

Contact Us

Header

Footer



Scope of Work & Deliverables

Update website look and feel according to proposal outline.
Technical design of website (including responsive design).
Build of website, databases and associated technical requirements.
User Acceptance Testing (UAT) with KZNSA.
Final changes.
Deploy to hosting environment.
Go live.
Training on blog/ update areas for designated KZNSA employees.
Post implementation support, scaling down for 90 days.

Timeline and Submission

Proposals are due back to KZNSA by no later than 12H00 on **19 August 2018**, and can be emailed to Angela Shaw on ashaw@kznsagallery.co.za or hand delivered before 12H00. A decision on the award of the proposal will be made by 12H00 on **31 August 2018**. A final project timeline will be decided upon at the kick-off session for the website project, scheduled to take place at 14H00 on **6 September 2018**.

Support

KZNSA will require training on content updates, including the blog.
Please present a plan on a scaled down support from go-live for 3 months.

Web Hosting

Currently the website is hosted by THUSA Business Support.
The successful website development company will be required to load the website onto the existing hosting space with THUSA.

Analytics Software

Please indicate what, if any, analytical software you will be able to implement on the site.



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Examples

Please submit links to current websites designed and managed by your team and indicate your level of involvement in each of these sections:

- Design
- Layout
- Graphics
- Copy
- Web Development
- SEO set up, and tagging.

Criteria for Selection

- Technical submission
- Portfolio of work
- Cost
- Technical expertise
- Support
- BEE

Principal Point of Contact

Please direct any queries by email to Angela Shaw on ashaw@kznsagallery.co.za

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