



**DÉPARTEMENT
DES ALPES-MARITIMES**

SPECIFICATIONS

CONTRACTING AUTHORITY

DEPARTEMENT DES ALPES-MARITIMES
CENTRE ADMINISTRATIF DEPARTEMENTAL DES ALPES-MARITIMES
DIRECTION DE L'ATTRACTIVITE TERRITORIALE
SECTION TOURISME
147 BOULEVARD DU MERCANTOUR
BP 3007 – 06201 NICE CEDEX 3
FRANCE

SUBJECT OF THE SPECIFICATIONS:

CÔTE D'AZUR GARDENS FESTIVAL
4TH EDITION FROM 25 MARCH 2023 TO 1 MAY 2023

LANDSCAPE CREATION COMPETITION
OPEN FROM 7 FEBRUARY 2022 TO 13 JUNE 2022

BACKGROUND

Located in the southeast of France, beside the Mediterranean Sea, the Alpes-Maritimes Department, boasts tourist treasures which are known the world over. Its steep landscapes near the coastline offer sublime panoramic views where Belle Époque palaces rub shoulders with lush gardens.

The Alpes-Maritimes Department has retained a natural heritage of exceptional wealth and diversity with 75 gardens open to the public, including fourteen registered as "Remarkable Gardens," many landscaping companies and world-class know-how in perfume flowers.

To showcase this remarkable heritage, the Alpes-Maritimes Department has been organising since 2017 a biennial event dedicated to gardens, the Côte d'Azur Gardens Festival, the fourth edition of which will take place:

from Saturday 25 March 2023 to Sunday 1 May 2023

As part of this event, the Department offers a **competition for pop-up landscape creations**.

1 - The Competition

The competition is organised as part of the "Côte d'Azur Gardens Festival" by the Department of the Alpes-Maritimes.

Run by the Tourism Unit, in partnership with the sites which host creations, it is intended to award the landscape creation the panel members select as the winner.

Creations by French and international teams will be shared across **six sites in the Côte d'Azur** and will be free to the public through the day for the whole duration of the Festival. The sites will each host two or three pop-up gardens, i.e., a total of **seventeen creations**.

2 - The Theme

For the Fourth Edition of the Festival, the chosen theme is:

"SURPRISING PERSPECTIVES"

Playing with perspectives has been part of landscape art for centuries. The greatest landscape architects have always been able to stage gardens to make them works of art in their own right. To do so, they have played with optical effects, using paths, alignments and visual hooks such as a tree, a water feature, a sculpture, etc..

Structuring a garden by playing with perspectives will be the challenge of this fourth edition.

Consequently, throughout their visits visitors will be surprised by the play of shadows and light, open or private perspectives, unusual routes, rest areas, landscape backdrops where the combination of plants will be highlighted.

3 - Candidates

The competition is reserved:

For professionals,

- Landscapers, landscaping companies, landscape architects, landscape gardeners,
- Architects, designers, artists, stage designers etc.

For students,

in their final year at the École Nationale d'Architecture et de Paysage.

For students, a project leader will support students in producing the project and will be the Department's interlocutor for the application form and signing the agreement. The project

leader will be either a teacher at the École Nationale d'Architecture et de Paysage, or a landscape professional.

For this competition:

- Each team must be independent, from design to the production of the creations (installation / dismantling)
- The team will designate a project leader (including students) who will be the Department's interlocutor.
- Teams can be multi-disciplinary according to the needs of the project.
- A Technical Manager designated by the Department will be the interlocutor for teams setting up the creations.

4 - Schedule of the Competition and the Festival

STAGES OF THE COMPETITION AND THE FESTIVAL	Provisional Dates 2022/2023 (subject to modification)
2022	
Call for Bids	7 February 2022
Deadline for receiving intentions to bid	1 June 2022
Deadline for receiving bid application forms	13 June 2022 at 2 p.m.
Selection of applications by the Selection Committee	6 September 2022
Deadline for receiving the final projects	9 October 2022
Confirmation of the 17 applications selected	Late October 2022
Press conferences to announce the Festival	November 2022
Meeting of the selected candidates	November / December 2022 (1/2 day on site)
2023	
Installation of the gardens	20 to 24 March 2023 (5 days on site)
Opening to the public	25 March to 1 May 2023
Visits by the panels and deliberations	25 and 26 March 2023 (2 days on site)
Award Ceremony	26 March 2023
Removal of the gardens	From 2 to 3 May 2023 (2 days on site)

5 - The Creations

5.1 - Installing the Creations and Constraints

The landscape creations will be distributed across six landmark sites in the Côte d'Azur as regards gardens:

Antibes Juan-les-Pins, Cannes, Grasse, Menton, Nice and the Principality of Monaco.

A rectangular plot will be assigned to each candidate selected by the Technical Selection Committee at the end of the first selection phase, ensuring the suitability of the plot for the project.

Each plot of an area of 200m² will be located on existing surfaces and in some cases may be on a slight incline.

The plots on which the creations will be installed in the open air are subject to bad weather (rain, wind etc.). Candidates will have to take account of this in selecting installations, materials and supplies to anticipate possible damage.

Candidates will need to provide adequate precautions and protections. Any damage by candidates, during installation and dismantling, will be their responsibility.

Each plot will have a water source and electrical supply for installation.

Water and electricity connections will be the responsibility of the host community as well as consumption (220V connection, water: 3m³/h, subject to exceptional events reducing water supply).

To respect the environment and as part of the GREEN Deal policy, a special effort to save resources is expected of candidates.

After installation, some plots will not have an electrical supply.

Candidates should ensure that installation is carried under conditions which limit theft and vandalism.

Security will be provided, depending on sites, by municipal services or providers. Some sites have no security.

5.2 - Receiving the Public and Special Constraints

The plots provided will be open to the public.

Landscape creations will be installed in areas where there will be significant footfall, so it will be necessary:

- to provide at least an entry and exit in the garden and adequate circulation space for the public, particularly for visiting groups and educational groups,
- to facilitate access for people of reduced mobility,
- to avoid hazards (such as risks of falling, cutting oneself, poisoning, etc.),
- to plan for a durable garden the quality of which must be maintained from the first to last day of the Festival, or even beyond if the municipality retains the garden, with easy maintenance. Maintenance will be provided by the Green Space and Gardens Services of the host sites (cf. Article 8.5 on that subject).

5.3 - Expectations of the Department

The creations offered must be original and colourful, particularly as regards the variety of species used, so that visitors have something to admire throughout their visit.

Candidates must offer **an attractive and spectacular garden in line with the theme.**

Plants must be sufficiently developed at the time the Festival opens and must last at least until the end of the event.

The creations must present a studied design, precise finishes and must incorporate sustainable development features (environmentally friendly materials, ash, wood, recycled materials, water management, environmentally friendly practices, no use of chemicals, etc.).

6 - How to Respond

The official language of the competition and the Côte d'Azur Gardens Festival is French, but any application in English will be accepted.

Interlocutors for the Department of the Alpes-Maritimes are:

Virginie SIMONCINI, Head of the Tourism Section,
Flora HUGUES, Project Manager of the Côte d'Azur Gardens Festival,
Laurence BELLON, Project Assistant.

Any question concerning the competition must be sent to the following email address:
concoursfestivaljardins06@departement06.fr

From receipt of these specifications, candidates wishing to respond to the competition must:

1. Complete the intention to apply form on the Festival website
 2. Register on the dedicated platform "mesdémarches06",
 3. Fill in the complete contact details of the candidate or the company (project leader) who will represent the whole team, who will be the interlocutor for the Department and receive compensation from the Department
 4. Produce all the documents requested below:
- ✓ For "Student" Applications:
- Declarations to support that student members of the team are registered in their final year at the École Nationale d'Architecture et de Paysage.
- For everyone:**
- ✓ A summary description of the project and presentation of the team (to be completed on the registration platform Mesdemarches06), showing the garden's attractive and spectacular appearance, originality, suitability for the theme, environmental impact and compliance with safety rules.
 - ✓ Bank Identity Statement (RIB) for the candidate or the company (project leader).
 - ✓ List of plants and materials envisaged (estimate of quantities)
 - ✓ Outline of the project, preferably 3D
 - ✓ Ground plan (scale 1:50) in colour, specifying
 - the planting plan,
 - the materials envisaged,
 - Access (entrance / exit),
 - circulation inside the garden.
 - ✓ Longitudinal cross-section plan (scale 1:50).
 - ✓ Transverse cross-section plan (scale 1:50).
 - ✓ Other plans (axonometry, perspective plan, etc.).
 - ✓ Budget forecast by expenditure headings (labour, accommodation, transport, equipment, plants, materials, etc.).

The application must be completed **in electronic format,**
no later than 13/06/2022 at 2.00 p.m.

on the dedicated platform "Mesdémarches06" at the following address:
<https://mesdemarches06.fr/concours-festival-des-jardins-de-la-cote-d-azur/>
or via the link on the Festival's website

First, candidates are advised to formulate their INTENTION TO APPLY **before 1 June 2022,**
Via the form for that purpose on the Festival's website

The Festival Website: <https://festivaldesjardins.departement06.fr>

7 - Selection of Candidates

Candidates will be selected by the Technical Selection Committee which will consist of landscape architects, representatives of the professional associations of the French Landscape Federation (FFP), the National Union of Landscape Companies (UNEP), host municipalities and the Department.

The Technical Selection Committee will check the files and ensure that these specifications and the theme of the year are observed.

It is the guarantor of the quality and professionalism of the applications selected.

The Technical Selection Committee will meet on 6 September 2022 to choose the seventeen applications selected, the 5 substitutes, and assign the plots.

The Department reserves the right to change, if necessary, the dates for selection of applications.

To select applications, the Technical Selection Committee will take into account:

- **the attractive appearance and originality of the garden,**
- its suitability for the theme of the year,
- the diversity of the plants and their suitability for the Festival period
- the environmental impact (recycled materials, re-use of supplies and plants used, etc.),
- compliance with the safety and accessibility rules.

The Committee's decision will be sent by e-mail to all candidates, whether they are pre-selected or not. No record of the deliberations and reasons for non-selection will be given.

At the end of this phase, a technical file corresponding to the assigned plot will be sent to each of the preselected candidates, as well as documents to be completed on the dedicated platform.

Candidates must make every effort to respect the characteristics of the plot, constraints and public safety.

Pre-selected candidates must send a **final file** depending on the assigned plot including the following documents,

no later than 9/10/2022 at 2.00 p.m. (subject to modification)

- ✓ Presentation sheet for the project for publicity documents (to be completed on the registration platform Mesdemarches06),
- ✓ Description sheet on the Green Deal aspects of the project (to be completed on the registration platform)
- ✓ Image rights waiver (to be completed on the registration platform)
- ✓ A copy of the insurance certificates (civil liability) for all team members
- ✓ General layout, scale 1:50, adapted to the assigned plot
- ✓ **The final** planting plan (scale 1:50) with the list of plants used
- ✓ Outline chosen for 3D publicity documents in good definition
- ✓ Photo of team members as a jpeg with copyright
- ✓ The detailed forecast schedule for installation / dismantling
- ✓ **Technical notice with a calculation report ensuring the stability and safety of the project and the calculation report for wind resistance** (document required at the control office for deciding on the technical validation of construction).

Any incomplete application will not be selected.

A confirmation e-mail will be sent to the successful candidates.

Successful candidates will be invited to a **half day of immersion** in November 2022, to find out about the plots on-site, meet the Technical Manager, those in charge of the green spaces at the site and the other candidates on the same site.

It is mandatory for candidates to attend on this day. For candidates outside France this visit can be conducted by video conference. Costs (transport, accommodation) are the responsibility of the candidate and can be included in the competition costs (cf. Art. 11).

The Manager will make technical recommendations and will provide details of the characteristics of the site.

8 - The Candidates' Obligations

8.1 - Attendance

Candidates or a member of their team must be present:

- Before installation, to meet the technical manager and attend the presentation on the plots (half-day immersion in 2022).
- Throughout the time of installation and dismantling.

- The weekend of the opening. The planned time for the visit of the panels will be confirmed during installation week. They must explain and present their creation to the three panels during their visits.
- At the awards ceremony with the Chair of the Department.

Candidates will be present for at least nine days on site in 2023.

The winner of the Panel's prize must, if necessary, be available for at least one day during or after the end of the Festival, at the request of the Department, for possible interviews and the launch of the next edition. They will be reimbursed for their travel costs by the Department.

8.2 - Safety

Candidates and their teams must respect all safety regulations including the wearing of personal protective equipment when required. They must also comply with and observe all regulations in force.

8.3 - Insurance

All team members must be covered by civil liability insurance. Copies of the certificates must be provided to the Department with the application file.

8.4 - Installation / Dismantling

Installation dates: **from 20 to 24 March 2023, inclusive.**
Dismantling dates: **from 2 to 3 May 2023, inclusive.**

Before Installation

The precise schedules for installation / dismantling, supplied by candidates, will be approved with the Festival Technical Manager. Candidates undertake to observe safety regulations for sites open to the public.

Candidates must respect existing public utilities, kerbs and borders, masonry and surfaces.

All equipment and supplies will be the responsibility of candidates as well as their transport to the site, unloading and storage. Sites may provide some equipment for free and on a temporary basis, depending on availability.

Because of the presence of the Xylella Fastidiosa bacterium along the coast, plant movements must comply with regulations in force. Candidates must take cognisance of the regulations which apply from their suppliers or on the DRAAF website, depending on their location and the plant used.

Installation

For the five days of installation, the Technical Manager will monitor the installation of the gardens to ensure the smooth running of construction and, if necessary, respond in the event of a problem. The Technical Manager will follow up candidates' technical questions related to locations and equipment.

A control office designated by the Department, will visit on the third or fourth day of installation to check the safety of the creations. Candidates must make any modifications required forthwith. No non-compliant installation will be accepted.

Once the project is finished, the Technical Manager will check installation sites before the launch of the event. The Technical Manager will check the quality of work in the creation carried out in accordance with candidates' plans.

Dismantling

At the end of the Festival, the Technical Manager will be involved in the two days of dismantling the gardens to ensure the smooth running of operations.

For the duration of installation and dismantling, candidates must comply with technical guidelines and requests for any modifications from the Technical Manager or the head of Green Spaces at the host site.

8.5 - Maintenance of the Garden

Candidates must be present for the first weekend of the Festival on 25 and 26 March 2023 and take care of the maintenance of their creation.

For the remaining time, maintenance of the gardens will be carried out by green space teams according to the instructions of the specifications produced by candidates. These specifications for maintaining the creations will be agreed with the host site before the opening of the Festival.

Watering will be automated regardless of the project and will be adjusted depending on the garden's needs. Installation will be simple and follow-up facilitated for green space teams.

This excludes, unless there is prior agreement between the parties, maintenance of special installations, particularly computerised, scenographic, electrical, lighting, audio-visual, sound equipment etc...

9 - The Three Panels

9.1 - Composition

- The Official Panel will be chaired by a sponsoring media personality, and consist of elected representatives from the Department and representatives of the theme.
- The Press Panel will be made up of journalists from the general and specialist, national and international press.
- The Professional Panel will be composed of representatives from the landscaping sector: Union Nationale des Entreprises du Paysage (UNEP), Fédération Française du Paysage (FFP) and the French interprofessional organisation for horticulture, florists and landscaping (VAL'HOR).

The composition of the panels as well as the name of the sponsor will be revealed at the press conference scheduled for November 2022. (subject to modification).

During the first weekend of the opening of the Festival, the panels will visit all the gardens and meet to deliberate.

The name of the winner of the Official Panel's prize will be made known after the panel's deliberations on Sunday 26 March 2023. The Department reserves the right to change the date of announcing the winner.

9.2 - Choice of the Winners

The Official Panel does not give marks. They choose their winner depending on their feelings and after deliberation, they rate the creations. They take account of the following features:

- Link to sustainable development,
- Visual appearance,
- Design and originality,
- Technical performance,
- Choice of plants.

The Panel accepts that its choice is somewhat subjective.

There will be no record of their deliberations, candidates will accept the decision as is.

9.3 - Prize

As part of the competition,

- **four prizes will be allotted:**

Two with a monetary award:

- the Official Panel's prize of a value of €10,000 offered by the Department of the Alpes-Maritimes,
- the Landscape Professionals' Prize of a value of €2,000 provided by UNEP.

Two honorary prizes:

- the Press Prize,
- the GREEN Deal Prize for the most eco-friendly garden chosen by the Official Panel.

- **Three "Favourites"**

Each of the three panels will select a favourite (official, professional and press).

The winners' creations will be the subject of a special presentation during the prize-giving and prize-winners will be presented with a trophy and gifts from the partners of the Festival. Candidates who have not won a prize will receive, at the end of the ceremony, gifts provided by the partners of the Festival.

10 - Publicity

The Department and its partners, first and foremost the Regional Committee of Tourism Côte d'Azur France, will strive to promote the Festival: press welcome, digital campaign, social networks, posters, press conferences, press releases, national and international media plan and information on the Festival website:

<https://festivaldesjardins.departement06.fr>

10.1 - Logo and Visual of the Festival



The logo and visual of the Festival will be sent to the selected candidates. They are the Department's property and must be used, without modification and with prior permission, whenever candidates refer to the Festival, on whatever communication network.

10.2 - Partners of Candidates

Candidates' partners in producing the gardens (suppliers in the sector or the like) will not be able to claim any profile for their brand on the Festival's communication tools.

10.3 - Signage

No advertising signage will be accepted on the gardens.

Candidates who wish to promote their company and their partners during the Festival can do so exclusively, during:

- The presentation of their creation on the information panel installed near the plot (name of the partner),
- The presentation of their creation on the Festival website which will be dedicated to it,
- The presentation of their creation in the press pack and in the Festival booklet which will be distributed to tourism offices in the Department and all partners.

11 - Compensation for Candidates

The Department will compensate each selected candidate to a **maximum of €16,000 (inc. VAT) on presentation of proof of the costs which are actually incurred** (staff costs, operation, equipment and supplies purchases, travel expenses, etc.).

At least 60% of expenses must be devoted to the garden (plants, materials, etc.).

Only candidates selected at the end of the second selection phase will be eligible for this compensation.

Compensation will be the subject of an agreement made with each candidate (project leader), approved by the Department's Permanent Commission in the last quarter of 2022.

Payment of this compensation will be made as follows:

- ✓ as soon as the agreement binding the Department and the candidate is notified, a flat-rate advance of €10,000 (inc. VAT), corresponding to the garden design phase, will be paid on the written request of the candidate's project leader, and on notification of the agreement between the Department and the candidate,
- ✓ at the end of the Festival, the balance calculated on the expenses actually incurred, and to a maximum of €6,000 will be paid on the candidate's written request and

presentation of a summary table in euros of the expenses incurred, certified and signed by the **candidate, accompanied by the corresponding invoices.**

The conditions for payment will be specified in the partnership agreement between the Department and the candidate.

Compensation can cover expenses of various kinds; however accommodation, catering and transport as well as labour costs, will be capped at 40% of the total compensation.

12 - Candidates' Accommodation

The Department will not provide candidates with accommodation as part of the competition. However, tourism offices of the municipalities can offer a list of accommodation for the teams on the site (installation and dismantling of the landscape creations and the Festival's launch weekend).

13 – Default by Candidates

The Department can exclude from the competition, without any compensation, candidates:

- who do not attend the first day of installation,
- whose creation is not finished on the date the Festival opens,
- whose creation is not in accordance with the project selected by the Technical Selection Committee.

In all cases, candidates will be declared in default and must repay the advance compensation if it has been received.

The Department can request the repayment of any sums received through false declarations.

14 - Intellectual Property

All candidates and their team members waive for free all their image rights, for all media, to the Department and the partners of the event as part of the promotion of the Festival, in France and abroad.

The project remains the candidate's intellectual property as defined by Article L.111-1 of Intellectual Property Law. The candidate's name will therefore systematically be mentioned by the Department for any form of exploitation of the landscape creation designed and laid out by the candidate as part of the Festival.

For the current and future promotional needs of the Festival, the candidate gives the Department and any person designated by the Department representational rights on their creation at national and international level.

15 - Cancellation or Postponement of the Côte d'Azur Gardens Festival

The Department reserves the right to cancel or postpone the Festival at any time, in the event of force majeure, risks of unusual bad weather, and any economic, political, social or health situation rendering the safety of property and people impossible. In this case, candidates will not be able to claim from the Department any sums owed.

In the event of a claim, disputes will be brought to the Administrative Court of Nice (06).

16 - Data Protection

It should be remembered that to take part in this competition, participants must provide some personal information about themselves (first name, surname, e-mail address, telephone number). This information is recorded and saved in a computer file and is required so that their participation is taken into account and for the selection of winners for the prize-giving. This information is intended for the Organiser, in this case the Directorate of Territorial Attractiveness - Tourism Service and the Communication Directorate of the Departmental Council of the Alpes-Maritimes. Pursuant to Law No. 78-17 of 6 January 1978 on Data Protection, participants have the right of access, correction and deletion of data about them. To exercise these rights, they must send a letter or an e-mail to the Departmental Council.

Information collected about you is the subject of computer processing, to which you agree, intended to manage your participation in the "Côte d'Azur Gardens Festival" competition organised by the Department of the Alpes-Maritimes. This is affirmative action by the Departmental Council of the Alpes-Maritimes, in charge of the processing, aiming to promote action to create gardens.

The purpose of this processing is: the organisation and management of the competition and prize-giving.

The recorded data is not intended for any automated decision concerning the award of the prize. The categories of personal data which may be processed for the above purpose are those in the application, which have been freely provided by the user in responding to the competition. All the data is mandatory, any failure to respond will prevent registration for the competition.

The recorded information is intended for the Department's initiating services and may not be communicated, if needed, but to duly authorised recipients who are involved strictly as part of the competition, i.e.:

- The Directorate of Territorial Attractiveness, Europe and Tourism Service,
- The Communication and Events Directorate.

The surnames and first names of the winners will be published on the internet and possibly on various social networks promoting the event. The winners unreservedly consent to the photographs taken on the occasion of the prize-giving being distributed under the same conditions.

The recorded data is retained in accordance with the requirements of the departmental archives. In accordance with Article 39 and ff. of Data Protection Law of 06 January 1978 as amended, you have a right to access and correct information about you. You can also determine the fate of your data after your death, by contacting by post the Correspondant Informatique et Libertés [Data Protection Officer] – Département des Alpes-Maritimes – B.P. n° 3007 06201 Nice Cedex 3 or by e-mail at contact_cil@departement06.fr. You can also, for legitimate reasons, contest the processing of data about you, unless this right has been excluded by legislative provision.

At the time of the European Data Protection Regulations (REGULATION (EU) 2016/679) on 25 May 2018, any user has the right:

- To refuse to be profiled,
- To request the limitation of processing,
- To take a claim to a control authority (In France: CNIL: 3 Place de Fontenoy - TSA 80715 - 75334 PARIS CEDEX 07 - Tel: 01 53 73 22 22 www.cnil.fr).