

UPDATE OF THE PUBLIC CALL OF NOVEMBER 7, 2012 PROT. N. 2789/FESR (ERDF)

## PUGLIA SOUNDS EXPORT

### CALL FOR EXPRESSION OF INTEREST TO BE INCLUDED IN THE LIST OF ELIGIBLE ARTISTIC-CULTURAL MUSIC PROJECTS TO BE PROGRAMMED ABROAD\* – REALIZATION OF THE PROJECTS

#### INTRODUCTION

Regione Puglia has entrusted Consorzio Teatro Pubblico Pugliese (TPP) with the implementation of Regional Action "Music and dance circuit/Puglia Sounds", as envisaged under OP ERDF Puglia 2007/2013 Axis IV Multiannual Programme, approved by D.G.R. no. 1825/2011 and subsequent modifications and supplements. In order to fulfill its obligations under the above assignment agreement with Regione Puglia, it is the intention of TPP to programme artistic-cultural music projects abroad ("cultural service" – Annex B of D. Lgs 163/2006 and subsequent modifications and supplements – CPV 92000000-1 *recreational, cultural and sports services*) in a view to promoting knowledge about the Puglia's cultural heritage abroad, within the set of actions identified with the *Puglia Sounds* brand.

#### **CALL'S AIM AND OBJECTIVES**

By the present Call, Puglia Sounds–TPP, in a view to promoting knowledge about the Puglia's cultural heritage abroad, intends to make a preliminary survey to gain information on **projects of music shows/concerts to be scheduled and programmed abroad from October 1, 2013 to December 31, 2014** which fulfil the requirements specified in the "Rules and Regulations" sections below (see next paragraph).

Puglia Sounds–TPP shall assess the suitability of the applications received in terms of their **i)** ability to promote and spread Puglia live music shows abroad; **ii)** quality of the artistic-cultural project; **iii)** quality of the logistic/organizational project; **iv)** quality of the of the project of activities abroad of the artist/band proposed.

The projects selected will be included in the list of artistic-cultural music projects to be programmed abroad and on which to draw to define artistic programming.

#### **HOW TO APPLY**

Full eligibility criteria for both artists and projects, together with modalities to submit applications hereunder, are given in a specific "**Rules and Regulations**" section.

Table 1 includes:

column A: dates by which the "**Rules and Regulations**" sections, related to the and deadlines under column B, will be posted on the websites [www.pugliasounds.it](http://www.pugliasounds.it) and [www.teatropubblicopugliese.it](http://www.teatropubblicopugliese.it);

column B: time window within which it is possible to deliver the applications for programmes abroad included to the periods indicated in column C (in compliance with what set forth in the “Rules and Regulations” section);  
column C: period within which the project of music shows/concerts proposed must be programmed abroad.

Table1

<b>DISC. N.</b>	<b>COLUMN A PUBLICATION OF RULES AND REGULATIONS</b>	<b>COLUMN B SUBMISSION OF APPLICATIONS</b>	<b>COLUMN C PERIOD FOR THE REALIZATION OF THE SHOWS ABROAD</b>
1	concurrently with present Call	4 January - 5 March 2013	from 1 April to 31 December 2013
2	no later than 5 April 2013	8 April - 5 June 2013	from 1 July to 31 December 2013
3	no later than 5 July 2013	8 July - 5 September 2013	from 1 October to 31 December 2013
4	no later than 7 October 2013	8 October - 5 December 2013	from 1 January to 31 December 2014
5	no later than 7 January 2014	8 January - 5 March 2014	from 1 April to 31 December 2014
6	no later than 7 April 2014	8 April - 5 June 2014	from 1 July to 31 December 2014
7	no later than 7 July 2014	8 July - 5 September 2014	from 1 October to 31 December 2014

#### **RESOURCES MADE AVAILABLE TO CARRY OUT THE PROJECTS**

Each proposal selected and included in the shows/concerts to be programmed abroad shall be purchased by Puglia Sounds-TPP for a fee not exceeding the sums indicated in the reference “Rules and Regulations” sections. This fee will be paid in the form of total or partial coverage of travel expenses. These expenses will be covered directly by Puglia Sounds-TPP that shall get travel tickets issued for all the personnel indicated in the Applications as being involved in the projects of shows/concerts abroad.

- The total budget made available by Puglia Sounds-TPP for the projects of artistic-cultural music shows/concerts abroad for the period October 1, 2013- December 31, 2013 is € 10.584,25 (VAT included);

- for the year 2014: 100,000.00 € (VAT included) for projects of music shows/concerts to be programmed abroad from 1 January 2014 to 31 December 2014.

Puglia Sounds-TPP reserve the right to increase the budget with additional resources, should these latter be made available. Puglia Sounds-TPP reserve the right not to use the entire resources made available hereunder, should the number of projects selected not be sufficient to exhaust them.

Should the budget made available for projects of music shows/concerts to be programmed abroad be exhausted, a specific “Notice” will be posted on the websites: [www.pugliasounds.it](http://www.pugliasounds.it) e [www.teatropubblicopugliese.it](http://www.teatropubblicopugliese.it).

Bari, July 5, 2013 – our re./prot. n. 1851/FESR (ERDF)

**ERDF Project Manager**  
*Claudia Sergio*



## RULES AND REGULATIONS N. 3

### TO BE INCLUDED IN THE LIST OF ELIGIBLE ARTISTIC-CULTURAL MUSIC PROJECTS TO BE PROGRAMMED ABROAD – REALIZATION OF THE PROJECTS

VALID FOR THE DEADLINE OF SEPTEMBER 5, 2013

#### PART A – PROJECTS LIST

##### A.1 – ELIGIBLE APPLICANTS

Projects related to music shows/concerts to be programmed abroad can be submitted by Italian or international applicants with any kind of legal status operating in the field of production and/or distribution and/or organization of live shows of an artistic nature, provided that they meet the following requirements:

1. hold of a VAT number entitling them to operate in the field of production and/or distribution and/or organization of live shows of an artistic nature;
2. comply with the current **employment laws** and **collective labour contracts** in force in the country of origin of the Applicant;
3. have no arrears in the payment of social security contributions to National Social Security Agencies in force in the country of origin of the Applicant;
4. no involvement in any **legal action** against National Social Security Agencies and/or in pending legal **sanctions or penalties** and/or **administrative proceedings** connected to withdrawals of authorizations following misappropriation of public funds.

Failure to meet just one of these requirements will result in exclusion of the project from the selection process.

##### A.2 – ELIGIBLE PROJECTS

The projects eligible to be submitted to the selection process must meet the following requirements:

1. programming **abroad** of music shows/concerts by the same artist/band from **1 October, 2013 to 31 December, 2013 for a minimum of three dates in one or more foreign countries with the exception of showcases within international music expos and fairs where one only date is allowed**;
2. having subscribed to agreements with promoters, or festivals or clubs or halls for international music shows/concerts or having received from them pre-contract commitment letters, drawn up either in Italian or English, duly subscribed to and containing the following:
  - Name of the artist/band and title of the music show scheduled;
  - Towns, venues and dates of the shows/concerts;
  - Economic terms and conditions of the shows/concerts programming.

In case of co-productions, co-productions agreements must be enclosed.



The projects submitted to Puglia Sounds-TPP must comply with the requirements described in the following paragraph and be submitted **only using the attached forms**, (failure to do so will lead to exclusion) and include:

- a. **APPLICANT CV (with a special focus of previous experiences in terms of management and booking of music shows in Italy and abroad)**
- b. **ARTISTIC/CULTURAL MUSIC PROJECT** containing:
  - ✓ the curriculum of the artists/bands proposed;
  - ✓ a short description containing the artistic details of the music shows/concerts;
  - ✓ a short description or promoters, or festivals, or clubs, or halls hosting the music shows/concerts abroad.
- c. **LOGISTICS/ORGANIZATIONAL PROJECT** containing:
  - Dates and towns hosting the music shows/concerts;
  - Venues hosting music shows/concerts with data in terms of seating capacity and audience access modalities (free admission or tickets);
  - Fee of every music show/concert programmed;
  - Short description of the type of event hosting the shows/concerts (indicate whether a festival, or a music show in a given hall or individual dates agreed upon with the promoter or directly with the halls, etc.);
  - List of the technical and artistic staff plus a maximum of 1 tour manager with ENPALS (Italian Entertainment Industry Employees Pension) coverage or with similar social security coverage under the law in force, involved in the shows/concerts abroad;
  - A detailed plan of the round trip of the above mentioned staff with the indication of outward and return dates immediately before and after the dates of the music shows/concerts abroad;
- d. **PROJECT OF INTERNATIONAL ACTIVITIES OF THE ARTIST/BAND PROPOSED**, containing the following:
  - Description of the past shows/concerts put on abroad by the artists/bands;
  - Details on any shows/concerts already put on by the same artists/bands from 2010 to 2012 in the same towns or in the same foreign countries of the projects proposed with clear indication of dates, towns and venues that hosted these shows/concerts also in terms of their seating capacity, audience access modalities (free admission or tickets), indicative number of spectators/concertgoers, kind of events hosting the shows/concerts and fees;
  - Description of the activities to be carried out to realize the project submitted, including communication and promotion efforts, record releases, distribution etc.
- e. **Documents as under next paragraph.**

An artist/band can be proposed by and within one only "Expression of Interest" for each of the deadlines indicated below. Should TPP receive more than one Expression of Interest (even from more than one Applicant)



related to the same artist/band and within the same deadline, acceptance of the Expression of Interest in question shall be decided on a first-come basis (date of arrival and registration by the Puglia Sounds-TPP Office). The shows/concerts scheduled within events/festivals taking place abroad for which Puglia Sounds-TPP has already subscribed to specific agreements of promotion/programming cannot be included in the project proposed hereunder.

Projects concerning music artists/bands that have already been granted funds exceeding 60,000.00 € (VAT included) under previous "Puglia Sounds Export" Open Calls for "Expression of Interest " in the years 2011-2012-2013 are not admitted to the present Call selection procedure.

### **A.3 - HOW TO SUBMIT THE APPLICATIONS**

Each Applicant may submit, for each of the deadlines indicated below, **a maximum of no. 2 separate "Expressions of interest" (applications) related to the same number of artists/bands**, each one involving also more shows/concerts to be staged in one or more than one foreign country.

Each application must be submitted in a sealed envelope with the name of the sender on the outside and labeled with "PO FESR 2007/2013 Asse IV – PUGLIA SOUNDS EXPORT ".

Moreover, in order not to be excluded, the application must also be:

- submitted by completing only the attached forms;
- signed in original by the Legal Representative of the Applicant;
- submitted in a sealed envelope, together with the attachments.

The following must be **attached** to the application, failure to do so will result in exclusion:

- 1. self-certification (self-attested affidavit) in place of an attested affidavit**, submitted on the attached form and signed by the Applicant's Legal Representative, attesting to possession of the eligibility requirements as described in paragraph A.1 "Eligible Applicants" of the present Rules and regulations;
- 2. for ITALIAN applicants** required by the law to submit a DURC (Single Social Security Contributions Payment Certificate), a self-certification (**self-attested affidavit**) attesting to regular payment of Social Security Contributions Payments, as required by Law 106/11 art. 4, paragraph 14-bis, drawn up by filling out the related Form attached to the Call and signed by the Legal Representative of the Applicant (Form 2), or

for ITALIAN applicants exempted from having the DURC: a self-certification (**self-attested affidavit**) made in accordance with Articles 76, 46 and 47 of D.P.R. 445/2000 on the attached forms, attesting the non-enforceability of the DURC (Form 3);

- 3. Copy of a currently valid identity document of the Legal Representative of the Applicant;**
- 4. PROJECT** drawn up by completing the attached Forms and signed by the Legal Representative, containing information as indicated in paragraph A.2 "Eligible Projects" of the present Rules and Regulations;
- 5. CD-Rom or DVD or pen-drive containing the following:**



I. **scans of currently valid identity documents** of all the staff involved in the music shows/concerts to be programmed abroad together with that of the tour manager (if any); scans of currently valid passports **must also be provided** for all the staff involved in the music shows/concerts to be programmed outside Europe together with that of the tour manager, if any (members of the staff waiting for their passports to be issued or renewed are exempted);

II. **the artistic/cultural music project and the organization project in Word.doc format;**

6. certified copies of any agreements or pre-contract letters of commitment subscribed to by the promoter or by the hosting festival or club or halls as under point 2 of paragraph A.2 “Eligible Projects” hereto.

Puglia Sounds-TPP reserves the right to request the original documents attesting data and information contained in the application, and also to suspend examination of the application until expiry of the time allowed to the Applicant for presentation of the original documents requested. If the documents are not presented before this deadline, the application will be automatically excluded from the selection process.

Puglia Sounds-TPP reserve the right to carry out verification, including test-checks, in order to ascertain the truthfulness of the statements signed by the Applicants.

The application, with all the above documents attached thereto, must be received by the offices of **PUGLIA SOUNDS - Teatro Pubblico Pugliese, at the following address: via Imbriani, 67 – 70121 Bari - ITALY**, by registered letter with receipt of delivery, or by courier with receipt of delivery, or by hand from Monday to Friday from 10am to 1pm and from 4pm to 6pm, from **July 8, 2013 to September 5, 2013, for shows/concerts to be programmed from October, 2013 to 31 December, 2013.**

**The postmark will not be considered, only the date of arrival and registration by the Office of Puglia Sounds-TPP, so that applications which arrive after the deadlines indicated above will not be admitted to the selection procedure.** Puglia Sounds-TPP is exempted from any responsibility for possible delays in the arrival of applications sent by registered post with proof of delivery, or by courier with proof of delivery which arrive after the deadline established in the present Rules and Regulations.

The applications which are not submitted using the attached forms or which are incomplete or which do not include all or part of the required documents, or which are received by the Office of Puglia Sounds-TPP after the deadline, will be excluded from the selection process.

In compliance with Art. 13 of Italian Law 196/2003, personal data collected will be used only for the purposes of the present procedure.

#### **A.4 – EVALUATION PROCESS**

A Jury appointed by Puglia Sounds-TPP shall assess the projects at their own indisputable judgement, on the basis of the following evaluation criteria:

1) Ability of the project to promote and spread Puglia live music shows abroad;



- 2) Quality of the Applicant with a special focus of previous experiences in terms of management and booking of music shows in Italy and abroad artistic-cultural project;
- 3) Quality of the logistic/organizational project with a special focus on the economic sustainability of the project of programming the show/concert abroad proposed hereunder;
- 4) Quality of the project of activities abroad of the artist/band proposed.

Each evaluation parameter is given a 0-to-20 score.

The score shall be attributed in compliance with the following parameters on the basis of a qualitative judgement indisputably expressed by the Jury:

20 excellent
18 very good
16 good
14 fairly good
12 sufficient
6 insufficient
0 very poor

Projects with at least 12 points for each of the 4 above criteria shall be admitted to be included in the “Projects list” on which to draw for future music shows/concerts programming abroad.

## **PART B - PROGRAMMING**

Based on the projects included in the “Projects list”, Puglia Sounds-TPP will establish the final programming of the artistic/cultural music projects abroad.

For project envisaging more than three dates/concerts, Puglia sounds-TPP reserve the right to include in the project admitted to be programmed only a part of the dates envisaged by the project proposed for a minimum of three dates/concerts.

### **B.1 - RESOURCES AVAILABLE**

Each artistic/cultural music project admitted to be programmed abroad will be, entirely or in part, purchased by Puglia Sounds-TPP for the following amounts:

- **€ 10.000,00** included VAT for the projects with at least 3 dates in one or more foreign countries or for projects with at least 1 showcase within music expos/fairs outside Europe.

- **€ 5.000,00** included VAT for the projects envisaging 1 showcase at least within European music expos/fairs.

These amounts will be paid in the form of total or partial coverage of travel expenses that will be directly covered by Puglia Sounds – TPP which will get travel tickets issued for all or part of the staff involved.

The maximum annual budget made available by Puglia Sounds - TPP for the programming of artistic and cultural music projects abroad for each artist / band, amounts to € 20,000.00 including VAT.



The total budget made available by Puglia Sounds - TPP for the programming of all the artistic and cultural music projects abroad for the period from October the 1st 2013 to the 31st December 2013 amounted to € 10,584.25 including VAT.

Puglia Sounds-TPP reserve i) the right to supplement the budget with additional resources, should these latter be made available, or ii) the right not to use the entire resources made available hereunder, should the number of selected projects not be sufficient to exhaust them.

## **B.2 – CARRYING OUT THE PROJECTS**

The Applicants, whose proposals have been, entirely or in part, included in the artistic-cultural music shows/concerts of Puglia Sounds-TPP, shall be invited to subscribe to a contract whereby they undertake:

1. to assure and answer for the implementation of the proposed project of the artistic-cultural music shows/concerts to be programmed abroad;
2. to communicate **at least 45 days before the starting date of the artistic-cultural music shows/concerts programmed abroad, any variation in terms of travel plan and names of the staff involved;**
3. to communicate in writing **in advance or at least in a timely manner any situation or obstacle likely to stop the show/concert from being staged as under the Agreement subscribed to with and by Puglia Sounds-TPP;** such written communication shall be sent before the show/concert via email to the address: [bandi@pugliasounds.it](mailto:bandi@pugliasounds.it);
4. to establish with the travel agency indicated by Puglia Sounds Office, the most cost-effective travel plan to be submitted for approval by the same travel agency to Puglia Sounds for this latter to check whether costs are reasonable and in line with the Organization Project attached to the application;
5. to insert the obligatory ERDF Action logos mentioned in “INTRODUCTION” hereto into the graphics of the promotion and communication materials of the shows/concerts proposed under the application, using only the logo provided by the Puglia Sounds – TPP Communication Office (which combines all the obligatory brands of Puglia Sounds, the European Union, Regione Puglia – Ministry of Mediterranean Affairs, Culture and Tourism, Teatro Pubblico Pugliese, accompanied by the wording “PO FESR PUGLIA 2007/2013 ASSE IV - INVESTIAMO NEL VOSTRO FUTURO”) and respecting the guidelines on its use;
6. to display on communications and materials for the media (press, radio, television and web) regarding the projects proposed for programming artistic-cultural music shows/concerts abroad, the following wording “This project.....is realized in collaboration with PUGLIA SOUNDS EXPORT - PO FESR PUGLIA 2007/2013 ASSE IV - INVESTIAMO NEL VOSTRO FUTURO”; in order to give adequate visibility via the Puglia Sounds – TPP channels, these communications and materials must be agreed on with the Puglia Sounds Press Office before being sent to the media;
7. to submit **no later than 30 days after the last date of the music show/concert abroad,** the following documents:
  - a. statements (either in English or in Italian) on letter-headed paper certifying that the music show/concert has taken place. These statements must be subscribed to by promoters or festivals or clubs or halls where the show/concert has been hosted abroad with a clear indication of **the artist/band hosted, dates and venues, number of spectators/concertgoers and takings ;**



- b. A1 Forms related to the dates of the show/concerts programmed, or similar social security coverage under the law in force, for all the artistic and technical staff involved in the shows/concerts abroad;
- c. Boarding passes for all the tickets paid by Puglia Sounds-TPP;
- d. Original copies of all the tickets paid by Puglia Sounds-TPP other than e-tickets/ticketless formats;
- e. The following material concerning the artistic-cultural music shows/concerts programme abroad:
  - Photos and/or videos attesting to the realization of the project;
  - n. 3 copies of communication of promotional material (if any);
  - press review.

**Partial or complete failure by the Applicant to fulfill one or more of the obligations indicated above will result in the termination of the project realization agreement subscribed to by in Puglia Sounds-TPP.**

**Puglia Sounds-TPP reserve the right to require reimbursement of the amounts paid to buy tickets with the only exceptions of those cases where internationally recognized acts of god or circumstances beyond one's control have hindered the music show/concert in question, and in cases of certified disease of the artist.**

Under D.P.R. 445/2000 - art. 71, Puglia Sounds-TPP reserve the right take action and at any time carry out checks, even test-checks, regarding **i)** authenticity of the documents presented, **ii)** truthfulness of the statements submitted by the Applicant and/or **iii)** actual occurrence of the music shows/concerts abroad envisaged by the project covered by the agreement subscribed to with the Applicant, by asking to be submitted additional documents and/or original documents attesting to the truthfulness of the statements submitted. Puglia Sounds – TPP undertake to communicate in writing the deadline for submission of additional documents. If said documents are not presented before this deadline, Puglia Sounds-TPP reserve the right to reimbursement of the sums paid to buy tickets.

#### **INFORMATION AND TPP OFFICER IN CHARGE OF THE CALL**

Puglia Sounds-TPP will make its own general coordination staff available to help the Applicants achieve the best results.

Queries and/or requests for appointments to receive information about the present Rules and Regulations may be sent to the following email: [bandi@pugliasounds.it](mailto:bandi@pugliasounds.it).

TPP Officer in Charge of the Call: Ms. Claudia Sergio.

Bari, July 5, 2013, our re./prot. n. 1852/FESR (ERDF)

**ERDF Project Manager**  
*Claudia Sergio*

*ATTACHMENTS: Forms*