



Expression of Interest (EOI)

OPEX Consultancy Services – Fiji National Gallery

Specialist Consultant – Phase 4

The National Taskforce Committee invites Expressions of Interest from suitably qualified and experienced professionals to provide Specialist Consultancy Services for Phase 4 of the Fiji National Art Gallery Project.

Background

The Fiji National Art Gallery project is a national initiative to establish a permanent, professionally managed visual arts institution within the St Stephens Building in Suva. The project has progressed through consultation, technical assessment, and strategic planning phases, and has now reached an investment-readiness stage.

Phase 4 will focus on the preparation of a comprehensive Business Case to support Government capital investment and establish a sustainable operational model for the Fiji National Art Gallery.

Scope of Services

The Specialist Consultant will provide technical expertise in museum and gallery development and will contribute to:

- Defining the National Art Gallery concept and operational model
- Identifying space requirements and functional planning inputs
- Visitation forecasting and revenue modelling
- Governance and staffing framework recommendations
- Economic impact considerations
- Capital development inputs specific to gallery requirements
- Preparation and presentation of a robust Business Case

The Consultant will work closely with the Business Consultant and report directly to the National Task Force Committee.

Duration

The assignment will be undertaken over a maximum period of five (5) months from March – July 31 2026.

Required Experience

Applicants must demonstrate:

- Extensive senior experience in public gallery or museum leadership
- Experience in gallery capital development projects (heritage restoration and/or new builds)
- Expertise in operational planning, governance, and business case development
- Strong understanding of international museum standards and best practice

Experience in Pacific or comparable contexts will be an advantage.

Submission Requirements

Interested consultants are invited to submit:

1. Cover letter outlining suitability
2. Detailed CV
3. Brief proposed methodology
4. Financial proposal (consultancy rate inclusive of professional costs)

Submissions may be:

Hand delivered to:

The Secretariat
National Task Force Committee – Fiji National Art Gallery
Lot 310, Victoria Parade
Suva

Posted to:

Fiji Arts Council
P.O. Box 2432
Government Buildings
Suva

Or emailed to:

dfac@fijiartscouncil.com.fj

All submissions must be received by March 13, 2026 at 5pm.