



### **III INVITATION TO PARTICIPATE IN THE SELECTION OF THREE RESEARCH PROJECTS AS PART OF THE ANNUAL MEDIALAB MATADERO PROGRAM AT MATADERO MADRID 2024-2025**

#### **1.- PRESENTATION:**

Madrid City Council directly manages the Matadero Madrid cultural centre through the municipal corporate entity Madrid Destino, Cultura, Turismo y Negocio S.A. (hereinafter, “Madrid Destino”) with Tax ID (CIF) number A-84073105, and registered office at Calle Conde Duque 9- 11 (28015 Madrid).

Matadero Madrid, as a centre for contemporary creation, includes Medialab Matadero as one of its programs.

Medialab Matadero promotes multidisciplinary, collaborative, and open research, fostering the development of research projects with both national and international reach. Medialab Matadero aims to establish itself as a cutting-edge research centre shaping the future. Therefore, the third edition of the Annual Research Projects Program is presented with an open international invitation to participate. The program will host, support, and showcase the development of three research projects that push the boundaries of established modes of thinking. Medialab Matadero encourages proactive, collaborative, and experimental research while maintaining rigour, criticality, and operational focus, supporting research proposals based on speculative design, learning by doing, and counter-intuitive approaches, promoting the resolution of emerging issues and testing solutions with social and ecological utility.

Medialab Matadero is an innovation and research space welcoming projects that are too exceptional to fit into the strict lines of academic research, often unable to amalgamate and intertwine diverse disciplines or intermediate positions between thought and practice. Medialab Matadero's mission is to address this institutional gap as much as possible by welcoming and promoting ideas and projects that, despite their brilliance and transformative capacity, do not find their place in more disciplinary public programs.

Within this broad framework, Medialab Matadero provides the context and appropriate space for the development of three research projects throughout the 2024-2025 period through this invitation to participate.

#### **2.- OBJECTIVE:**

This invitation to participate, in accordance with the principles of transparency, equality, and competition, and in line with the programming lines of Matadero Madrid, aims to select three research projects to be developed over a maximum period of one year. These projects will engage in dialogue with the activities of Medialab Matadero's annual program and its associated communities.



### **3.- APPLICANTS/PARTICIPANTS:**

This invitation to participate is aimed at projects that, either individually or collectively, investigate disciplines such as design, art, architecture, urban planning, economics, film, photography, journalism, digital media, environmental sciences, philosophy, engineering, social studies, political science, programming, material science, activism, or any other field.

The research projects must contribute to creating an open space for personal and professional exchange, typically using both Spanish and English as communication languages.

Project leaders must be of legal age, capable of acting, and in possession of the necessary administrative authorizations to stay in Spain during the research project, and must not be subject to any of the prohibitions on contracting established in Article 71 of the Public Sector Contracts Law.

The project may be presented and written in either Spanish or English.

### **4. - RESEARCH PROJECT**

During its development, the project must be able to engage in dialogue with the rest of Medialab Matadero's activities, and be capable of transformation and enrichment through this dialogue in contact with partners (individuals and other organizations), other researchers, users, and the public.

The submitted projects should engage with Medialab Matadero's lines of work, which include:

- Exploring forms of digital experimentation and innovation in the cultural field.
- Being a project at the intersection of art, design, science, and technology, contributing creatively to address major contemporary challenges related to the city and global challenges within the framework of the Agenda 2030's Sustainable Development Goals
- Developing a cultural project of critical reflection that contributes to a better digital future, tracking the digital revolution at all scales and its impact on society.

The research project can be run in spaces enabled for this purpose at Matadero, through information, documentation, exhibitions, or public presentations.

At the end of the research, a presentation event will be held in Matadero's space.

Projects will be chosen based on their topics, proposals, and dynamics that most contribute to the program. Simultaneously, those proposals that most benefit from Medialab Matadero's open, collaborative, and innovative context according to the evaluation criteria of this invitation to participate.

The research process and its results must be properly documented.

During the course of the project, selected researchers may propose public activities associated with it, agreed upon with the Medialab Matadero Program Manager. Some of these activities could include organizing public seminars and discussions with professionals related to the research line, public workshops, producing a publication



reflecting the research results, etc. The feasibility of this program will be evaluated by the Medialab Matadero team.

## **5.- SELECTION COMMITTEE AND EVALUATION CRITERIA**

### **a. Selection committee**

MADRID DESTINO will establish a Selection Committee made up of the Medialab Matadero team and external professionals. One member of the Medialab Matadero team will chair the Committee.

The Committee will include a Secretary who will record the sessions, with speaking rights but no voting rights.

External selection committee members from outside Madrid Destino, taking part in this invitation to participate, will be remunerated with the sum of FIVE HUNDRED EUROS (€500.00), to which any legally required withholdings will be applied.

The decisions of the Committee members will be made by the majority of participating members. In case of a tie, the person acting as chair shall have the casting vote.

The specific regulation of the Selection Committee is adjusted according to the rules established for collegiate bodies by Law 40/2015 of October 1 on the Legal Regime of the Public Sector. Exclusion due to non-compliance with the requirements, and evaluation, are the exclusive competence of the Evaluation Committee.

The Selection Committee may invite any candidates that it deems appropriate to present and explain their submitted projects.

The decision of this Selection Committee will be communicated on or after 19 July 2024, through the websites [www.medialab-matadero.es](http://www.medialab-matadero.es) and [www.mataderomadrid.org](http://www.mataderomadrid.org) and to the email address provided in the applications submitted with the selected projects.

### **b. Assessment criteria**

The track record and experience of the candidates and the quality of the submitted projects will be examined by the Selection Committee based on the following criteria:

- The candidates' track record in relation to Medialab Matadero's objectives and methods of executing its lines of work.
- The relevance and depth of the research, its ability to operate beyond disciplinary barriers, its idiosyncrasy, and its connection with Medialab Matadero's objectives and various lines of work (see item 4).
- Ability to benefit from the unique features of a space such as Medialab Matadero while contributing to the program's development and objectives.
- Clarity of the proposal and feasibility in terms of its realisation and execution.
- Demonstrated competence in multidisciplinary research projects, team dynamics and tools.
- Knowledge of the network of citizen initiatives and organisations in the city of Madrid, as well as actions that propose the integration of social groups and coordination with other projects.
- Dynamics and innovative methods in the development of the project will be positively valued, along with the integration of new technologies and developing



technologies forming part of the project's conceptualisation.

Part or all of the invitation for applications may be declared null and void, at the discretion of the selection committee, without any right to appeal.

## **6.- CONTRACTING AND FINANCIAL TERMS**

Candidates whose projects have been selected will be contracted by MADRID DESTINO in accordance with the applicable contracting procedure under Law 9/2017 of 8 November 2017 on Public Sector Contracts.

Research projects will be developed at the risk and expense of the contractors, who will act with full freedom and autonomy, deciding on the organization of their means of production, without prejudice to the use of MADRID DESTINO's spaces, resources and means during the course of the research. The relationship between the Parties shall be that of independent contractors, without the contract constituting any form of partnership or joint venture, nor shall either Party be considered an agent, partner, employee or representative of the other.

The maximum contract price shall be FOURTEEN THOUSAND NINE HUNDRED AND FIFTY EUROS (€14,950.00), plus VAT and subject to the withholding of income tax if applicable, as a consideration for the development of the research project adapted to the Medialab Matadero program. The costs of all activities proposed by the contractor and accepted by the Medialab Matadero Program Manager shall be borne by Madrid Destino.

The payment of the agreed consideration for the provision of services, up to a maximum of €14,950.00, shall be made upon submission of the corresponding invoices in accordance with the following milestones:

- Forty per cent (40%) upon formalization of the corresponding contract or, if applicable, notification of award, for the rights to adapt the research project to the Medialab Matadero program, which shall be attached as an Annex to the contract together with the execution schedule.
- Thirty per cent (30%) upon delivery of a report on the research results within the first six months of the project, between 1 and 30 March 2025.
- The remaining thirty per cent (30%) upon completion of the research project and after submission of the project results and final report.

## **7. DURATION**

The research project shall be developed over a period of **12 months** from the formalization of the contract, or in the case of contracts that do not require formalization, from the notification of the award.

The start of the execution of the services is scheduled for the first fortnight of October 2024, although the dates are subject to possible changes duly justified for scheduling reasons.

## **8. TECHNICAL SPECIFICATIONS FOR THE DEVELOPMENT OF RESEARCH**



## PROJECTS

The technical specifications for the development of the research projects that are contracted, and that will be considered essential conditions are as follows:

- The results of the research project shall be published under a Creative Commons By-SA or similar license on [www.medialab-matadero.es](http://www.medialab-matadero.es) and [www.mataderomadrid.org](http://www.mataderomadrid.org)
- The contractor shall agree with MADRID DESTINO, with the consent of the Medialab Matadero Program Manager, on the periods and schedules in which the research will be carried out in person, in accordance with the schedules and programming of Medialab Matadero during the validity of the contract. The opening hours of the Matadero Madrid facilities are from Tuesday to Saturday from 10:00 to 21:00 hours.
- The research project shall coexist with the other projects selected in the same invitation to participate, in coordination with the Medialab Matadero Program Manager, with whom the contractor shall raise any issues that he or she considers to be of interest to the approach of the respective research project.
- Coordination with the Medialab Matadero Program Manager shall be carried out through periodic meetings that will allow for the review, monitoring and evolution of the research project, to ensure that it is developed and adapted to Medialab Matadero's programming. To this end, the contractor shall propose the activities related to the research project that may be incorporated into the Medialab Matadero programming, for evaluation and acceptance by the Medialab Matadero Program Manager.
- Facilitate the documentation and dissemination of the research project. The contractor will provide MADRID DESTINO with textual, graphic, and/or visual content that serves to explain the research project and its development, in addition to the reports on the results and the final project report required as invoicing milestones.
- They must comply with the rules for the use of the Matadero Madrid facilities whenever they access them.
- They must have a professional risk insurance policy covering the entire research period.
- The contractor will be subject to MADRID DESTINO's Code of Ethics, which is mandatory for all MADRID DESTINO contractors. The code is available at the following link on the website [www.madrid-destino.com](http://www.madrid-destino.com) under the Transparency and Good Governance Section [https://www.madrid-](https://www.madrid-destino.com)



[destino.com/sites/default/files/2020-12/C%C3%B3digo%20C3%A9tico\\_Madrid%20Destino\\_2.pdf](https://destino.com/sites/default/files/2020-12/C%C3%B3digo%20C3%A9tico_Madrid%20Destino_2.pdf). In particular, project members must behave appropriately and avoid exhibiting racist, homophobic, transphobic, and/or sexist behaviour; any conduct that may violate human dignity will be grounds for immediate cancellation.

- The contractual relationship may be terminated in case of serious breach of any of the established essential conditions.

## 9.- DOCUMENTS TO BE SUBMITTED AND APPLICATION DEADLINE

To submit the application, the following online form must be properly completed before **30 June 2024, at 23:59 CET**.

### APPLICATION FORM:

TEAM: Full company or personal contact details (name of the entity and/or representative's full name, DNI, NIE, or passport, address, email, phone).

Attachments:

1. **Applicant's documentation:** The applicant's documentation must be attached in a single PDF file named with the entity or representative's name (authorname.pdf) in A4 format and should include:
  - Biographical summary and motivation letter (maximum 500 words)
  - Portfolio with previous or similar projects, maximum 10 pages
2. **Project documentation:** The project documentation must be attached in a single PDF file named with the organization, representative, and the title of the research proposal (authorname\_projectname.pdf) in A4 format and should include:
  - Project title.
  - Project Description (between 1,000 and 2,000 words), which must obligatorily include the following sections: background, approach, objectives, communities proposed to work with, work schedule, methodology, preliminary proposal for possible public activities, and expected results. Graphic material illustrating the project can be included, with a maximum of 10 images.
  - Link to a video file with a personalized presentation and introduction to the proposed project, maximum 3 minutes.

Proposals can be submitted in either Spanish or English.

Submission of projects implies full acceptance of the terms of this invitation to participate and does not grant any rights to the participants.

Queries may be addressed to the following email address: [info.m@medialab-matadero.es](mailto:info.m@medialab-matadero.es), indicating in the subject "Medialab Matadero 2024-2025 Research Projects Invitation."

Notwithstanding the documentation required for participation, if the selection process is passed, the following documentation must be submitted before the start of the corresponding contracting procedure:



### **DOCUMENTATION TO BE SUBMITTED IF SELECTED**

- Copy of the National ID Card (DNI), Foreigner's ID (NIE), or valid passport of the signatory.
- Signed centre and space usage rules.
- Once the contract is formalized, or if required after the notification of the award, following the protocols of the Madrid Destino Security and Emergencies Department, the contractor will receive the following Occupational Risk Prevention documentation from the Self-Protection and Business Activities Coordination Subdirectorate of MADRID DESTINO:
  - Risk Assessment of the spaces that make up the Matadero cultural centre attached to Madrid Destino.
  - Emergency Measures for the four spaces that make up the Matadero cultural centre attached to Madrid Destino.
  - The Contractor must sign an acknowledgement of receipt and send it to the following address: [seguridadprevencion@madrid-destino.com](mailto:seguridadprevencion@madrid-destino.com). CBA and Self-protection technician, Self-protection and CBA sub-directorate, Safety and Emergencies Department, Madrid Destino, Cultura, Turismo y Negocio, S.A., Calle Conde Duque 9-11, 1<sup>er</sup> Planta. 28015, Madrid. Cultural and Sports Area. Madrid City Council.


### **DOCUMENTATION TO BE PRESENTED IN ORDER TO CONFIRM THE FIRST PAYMENT:**

- Signed, stamped, and dated bank ownership certificate from the current year.
- Certificate of tax residence if it is outside Spain.

### **10.- INTELLECTUAL PROPERTY**

With MEDIALAB MATADERO, MADRID DESTINO aims to promote open knowledge and encourages the free use and reuse of the resulting works and prototypes from the working groups, workshops, and laboratories through the website [www.Medialab-Matadero-matadero.es](http://www.Medialab-Matadero-matadero.es).

The texts (unless otherwise indicated) are licensed under a Creative Commons

Attribution 4.0 International license  which allows:

- Copying, distributing, and publicly communicating the texts from the website.
- Make commercial use of the contents.
- Generate derivative works.
- The only conditions are:
  - Acknowledgement, specifying the source of the information by means of the following formula displayed in a visible place: "Information obtained from the website [www.medialab-matadero.es](http://www.medialab-matadero.es)
  - Include the same obligation to acknowledge the source in the licensing terms and conditions of any derivative product that makes use of this information.
  - Do not distort the meaning of the reproduced information.



- Avoid any form of presentation that might suggest that Madrid Destino or Madrid City Council supports or promotes the use made of the information thus disseminated.

Research results will be published under Creative Commons By-SA terms established at <http://creativecommons.org/licenses/by-sa/3.0/es/>. However, authors are entitled to license their content under any other free licence, to encourage wider dissemination, and must mention this in a way that is noticeable in the publication or work.

In this context, participants, by the simple act of submitting the research project to this invitation to participate, guarantee the originality and authorship of the submitted project, ensuring they legitimately hold all intellectual property rights over them. In this regard, they guarantee the peaceful use by Madrid Destino and third parties and explicitly exempt them from any liability for damages and/or losses that the breach of this guarantee by the participants may directly or indirectly cause, ensuring total indemnity.

If necessary, selected project candidates will be required to commit to granting, subscribing, and signing any necessary documents for the maximum and full effectiveness of the envisaged transmission or transfer of rights.

## 11. DATA PROTECTION

Madrid Destino guarantees participants that their personal data will be processed in accordance with current legislation and to this end informs that they will be included in a file owned by Madrid Destino under the following terms:

Data controller: Madrid Destino Cultura Turismo y Negocio, S.A., with a registered address in Madrid, calle Conde Duque, 9-11 de Madrid (postcode 28015).

Data Protection Officer: [dpd@madrid-destino.com](mailto:dpd@madrid-destino.com)

Purposes: To manage and comply with the relationship established (including management of the legal agreement, formalisation and storage of agreements and deeds, accounting administration, compliance with invoicing and tax obligations, and for transparency and control purposes).

Storage period: Storage will be limited to the period necessary to comply with the contractual relationship and for the statutory period for civil, criminal, administrative and any other actions that may arise from the activity or service provided.

Recipients: The Tax Agency and other public bodies, in compliance with tax, transparency and control obligations; financial entities for management of collections and payments; and legal authorities. Transparency obligations require Madrid Destino to publish, on its website, a list of all the contracts that it enters into, thereby stating the signatories, the purpose of the agreement, its term, any modifications made, the parties obliged to perform the services or activities and the agreed financial obligations.

Lawful basis: Performance of a contract

Rights: The exercise of rights to access, rectification, erasure, data portability and





restriction on data processing or objection can be requested by email to [dpd@madrid-destino.com](mailto:dpd@madrid-destino.com), with reference “Medialab Matadero/ Matadero” and identification of the applicant by means of an official document. You may also file a complaint with the Spanish Data Protection Agency (AEPD).

## **12. PARTICIPANT’S IMAGE RIGHTS**

By submitting their project, candidates accept that if their project is selected and contracted, they may appear in images (photographs, videos, etc.) taken by MADRID DESTINO to document the research project for subsequent provision of information or running of promotions for the activity of Medialab Matadero, Matadero and/or Madrid Destino, on their respective websites and official social media profiles, and they authorise such use.

Likewise, they accept that their image may be used in catalogues or other documents compiling the activities of Medialab Matadero, Matadero or Madrid Destino.

All of this with provisos and limitation on uses and applications that infringe the right to honour in the terms set out in Organic Law 1/1982 of 5 May on the Civil Protection of the Right to Honour, to Personal and Family Privacy and to One's Own Image. Any other use outside the above scope is expressly excluded from this authorisation.

## **13. ACCEPTANCE OF THE RULES AND PROCEDURES**

The participants, by the mere fact of having entered the call, accept these rules and procedures.

## **14. CONFLICT RESOLUTION.**

To resolve any issue or dispute arising out of the call, please write to Madrid Destino so that both parties may reach an amicable resolution.

Were such amicable settlement not to be reached, the parties, expressly waiving their own jurisdiction, submit themselves to the Courts and Tribunals of the city of Madrid.

Should you require further details, you may write to the email: [info.m@medialab-matadero.es](mailto:info.m@medialab-matadero.es).

All queries will be resolved through this email address and will be published on the website [www.medialab-matadero.es](http://www.medialab-matadero.es)