

Request for Proposal

3D Generalist



Introduction and Project Overview

Hello! We are **Cozy Comet Games Worker Cooperative**, and we are seeking a contract 3D Generalist, who is familiar with rigging quadruped animals, to create two animal models of adorably cute otters, suitable for use in the Unity engine. The Generalist will be responsible for translating provided 2D concept designs to a stylized 3D model with modeling, textures, and rigging for animation, as per the specifications outlined below. Deliverables include two bespoke models with rigging, suitable for in-engine game development and marketing.

Proposals will be evaluated based on the criteria outlined in this RFP. Cozy Comet Games reserves the right not to award a contract and may negotiate with any bidders for related scope or services. All bidders will be informed of the results of the evaluation processes.

Interested parties must submit a proposal in PDF format to hello@cozycometgames.ca by **Friday, March 13th at 11:59 PM Mountain Time**. See Proposal Requirements for further details.

Background

We are **Cozy Comet Games**, a worker cooperative based in Edmonton, Alberta. We are currently at the prototype stage of our first commercial game, **Otter Half: Your Hand in Mine**, a cozy co-operative game about otters holding hands as they travel down a river. Together, the otters will experience fast-paced adventure and discovery. Our target platforms are Steam and potentially Switch. This prototype will require two fully modelled, textured, and rigged otter models to serve as the player characters.

Scope of Work

The contractor will be responsible for the following:

Deliverables

1. 3D Models

- a. Providing two complete stylized models of otters, that fit a cute and cozy aesthetic.
- b. The models should be congruent with provided materials of 2D concepts, provided by Cozy Comet Games, and appropriate for both in-game use and marketing material.

2. Texturing

- a. At least two easily distinguishable textures that can be applied to each otter model, respectively.

- b. Textures that allow for shader-based colour changes are preferred.

3. Rigging

- a. Providing two fully rigged otter models with the following specifications:
 - i. Otter bodies, rigged appropriate to their anatomy.
 - ii. Otter faces, which should be manipulable for expressions.
 - iii. Detailed hands for the rig, including fingers.
- b. Out of scope for Phase 1: animations. While animations are currently out of scope, models must be tested to ensure that they are capable of being mapped to a combination of bespoke and procedural animations, and should be rigged accordingly.

Expectations

1. Work in Progress

- a. As this will be an iterative and collaborative process, please share your work in progress with us often so that we can confirm direction.

2. Revisions

- a. Providing an initial rough version of the otter models in progress. We can work together on appropriate phasing to reduce the likelihood of revisions.
- b. We will request a maximum of three rounds of revisions.

3. Hand-Off

- a. We may require consultation for implementation of the models in Unity.

Our Responsibilities

Cozy Comet Games will be responsible for the following:

1. Providing reference material, concept art, and design requirements.
2. Reviewing content and providing feedback within agreed-upon timelines.
3. Implementing the model in Unity using URP.

Technical Specifications

- The model:
 - must be created in, or 100% compatible with Blender;
 - will run on Unity 6 using URP, and will be imported as FBX; and
 - will be performant on the original Nintendo Switch.

Ownership and Usage Rights

All final deliverables – including but not limited to written materials, visuals, designs, digital files, and any related assets – will become the property of Cozy Comet Games Worker Cooperative upon completion and payment. The creator will assign to Cozy Comet Games all rights, title, and interest in the deliverables, including full rights for worldwide perpetual use, reproduction, modification, adaptation, publication, and distribution across all current and future Cozy Comet Games platforms and media. The creator warrants that the deliverables are original and free of third-party restrictions and agrees to obtain permissions for any third-party materials included.

Budget

The budget for the first phase of this project is a maximum of \$3,000 CAD. 25% of the total contract amount will be paid upon signing the contract, and the balance of the contract will be paid upon submission of the final deliverables.

Timeline

This work will occur between **March 16th** and **April 24th, 2026**.

1. Proposal Deadline: March 13, 2026
2. Project Start Date: March 16, 2026
3. Otter Model Drafts: April 3, 2026
4. Review and Revisions: April 3 - April 17, 2026
5. Submission of final content: April 24, 2026

If another revision is required after three revisions, this timeline--and associated budget--may shift. Interested candidates must be able to meet the project timelines.

This contract **may** be extended to additional phases without competition. Additional phases will have a similar budget and timeline, and may be additional 2D work, models, animation, or a combination of both.

Proposal Requirements

Interested bidders must submit a proposal that includes the following:

- A description of relevant work experience (ex. modeling and rigging for video games).
- A portfolio with examples of animal models and animations, ideally quadrupeds and/or swimming models and their rigs.

- A description of the proposed approach and confirmation of ability to meet project timelines.
- Acknowledgement of the project budget and understanding that contract extension is not guaranteed.
- Proposal page limit with a maximum of 5 pages, not including any examples or links to portfolios.

PLEASE NOTE:

- We are unable to offer this contract to anyone outside of Canada.
- While the work may be completed remotely, preference will be given to local candidates.
- Preference may also be given to those with concept art experience.
- Cozy Comet Games is committed to equity and diversity and welcomes applications from bidders with diverse gender identities and expressions, sexual orientations, Indigenous identities, racialized identities, and disabilities and/or neurodivergences.

Evaluation Criteria (Scoring Breakdown)

Element	Weighting
Technical quality of model and animation samples	30%
Experience with video game development (e.g. building appropriate models and animations, and getting them into Unity)	30%
Understanding of project and approach (e.g. you can make cute things)	30%
Budget clarity and feasibility	5%
Timeline feasibility	5%

Conflict of Interest and Confidentiality

- Bidders must disclose any potential conflicts of interest.
- Materials provided by Cozy Comet Games must be kept confidential until such time that Cozy Comet Games grants permission otherwise.

Questions about this RFP can be directed to hello@cozycometgames.ca.
Only successful proposals will receive communication from Cozy Comet Games.