



Boxing Federation of India

323, Udyog Vihar, Phase-IV, Gurgaon-122001

www.boxingfederation.in



TENDER NOTICE

Boxing Federation of India invites bids for the license to manage the Indian Boxing League

The Boxing Federation of India invites bids from organizations to hold a 10 year license for running the Indian Boxing League on their behalf. All the interested parties can download the bid document from our website www.boxingfederation.in.

All the interested parties may submit their sealed offers by 1500 hours IST on or before 16 August, 2017 in the prescribed format at Boxing Federation of India, 323, Udyog Vihar, Phase-IV, Gurugram, India. The same will be opened at 1600 hours on 16 August, 2017 at the aforesaid office of the Boxing Federation of India. Each organization can submit only one bid.

For any queries related to the bid, interested parties may please visit the website www.boxingfederation.in or contact the undersigned on any working day between 1100 hours to 1700 hours till the last date of the query, 4th August 2017. All interested parties should regularly visit our website for any update/modification/alteration/change made in the RFP document or any related document as indicated by the Boxing Federation of India (BFI) from time to time.

Director (Administration)
Boxing Federation of India
Email: director.admin@boxingfederation.in
Mobile Number: +91 9868800088

Request for Proposal (RFP) for organizations for licensing the rights to run the Indian Boxing League

Date of issue: 28th July 2017

Last date of submission: 16th August 2017

Boxing Federation of India

323, Udyog Vihar, Phase-IV, Gurgaon-122001

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For any queries related to the pre-qualification bid, prescribed bidding format, scope of work, and other terms and conditions, interested parties may please visit the website www.boxingfederation.in or contact the undersigned on any working day between 1100 hours to 1700 hours till the last date of the query. All interested companies should regularly visit our website for any update/modification/alteration/change made in the RFP document or any related document as indicated by the Boxing Federation of India (BFI) from time to time.

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1. Schedule for invitation to Tender

1.1 Name of issuing office

Boxing Federation of India,
323, Udyog Vihar, Phase-IV,
Gurgaon-122001
Email: info@boxingfederation.in
director.admin@boxingfederation.in

1.2 Addressee and Address at which tenders are to be submitted:

Boxing Federation of India,
2nd Floor, 323, Udyog Vihar, Phase-IV,
Gurgaon-122001

1.3 Important Dates

S. No.	Activity	Date
1	Date of release of the RFP	28 th July 2017
2	Last date of queries	1700 Hrs on 4 th August 2017
3	Consolidated publishing of response to queries	8 th August 2017
4	Last date for submission of bids	1500 Hrs on 16 th August 2017
5	Date of opening for pre-qualification bids	1600 Hrs on 16 th August 2017
6	Date of the Presentation	To be intimated later
7	Notification to successful bidder	To be intimated later

2. Introduction

2.1 About BFI

The Boxing Federation of India is the National Sports Federation (NSF) in India for the promotion and management of the sport of boxing. It is the apex body for boxing in India and is recognized by the International Boxing Association (AIBA) and the Ministry of Youth Affairs and Sports, Government of India.

2.2 Purpose

BFI is responsible for organizing and conducting boxing league in India. By means of this RFP document, bids are invited from well-established and reputed organizations to act as licensee for running the Indian Boxing League on behalf of BFI. BFI is soliciting bids from organizations that are experienced in rendering professional services for conducting similar sports events and tournaments before. BFI seeks to hire a competent licensee for successful hosting, branding and promotion of the Indian Boxing League.

2.3 Background

The Indian Boxing League is being held for the first time in India. The Boxing Federation of India is responsible for organizing the league and has the approval of AIBA.

Bidders meeting the minimum qualification requirement of this RFP will be analysed and evaluated. BFI shall review the qualifications in accordance with the evaluation criteria set forth herein in section 6 of this RFP. The selected bidder will have exclusive license to run the Indian Boxing League under the supervision of BFI for 10 years. Post 10 years license period, the incumbent licensee will have the first right of refusal to the extension of the contract; provided it meets the commercial criteria for the new contract for the next 10 years.

2.4 Goals and Objectives

The Indian Boxing League aims to popularize the sport of boxing in India by getting recognition to the league on both national and global boxing map.

The Indian Boxing League is being conducted with the following objectives:

- Promote the sport of boxing in India
- Become a dynamic and modern brand property and present a new facet of boxing to the world of sports
- Re-vamp the existing image of boxing to give it an international appeal with sustainable commercial benefit for all the stakeholders of the sport
- Achieve media support to enthrall the audience of sport of boxing in India

2.5 Boxing League Overview

The Indian Boxing League is a boxing tournament which aims at providing acknowledgement and recognition to boxing in India. The plan is to attract the existing talent and encourage people to take up boxing.

The Indian Boxing League will highlight the new and competitive face of boxing in India. With colossal numbers of viewers watching the event from their houses and humungous crowd gathering at the venue, the league will pioneer the emergence of new facet of the sport of boxing. The mega event will be hosted with grandeur complying with the International Standards of hospitality and event management.

2.6 Opportunity

The Indian Boxing League will offer plethora of opportunities to the bidders. The Indian Boxing League will allow the successful bidder to use this opportunity to delineate its capabilities and expertise. Partnering with BFI will raise media awareness about the licensee and demonstrate its competency to conduct such large scale sports events in the country. Moreover, licensee will have unparalleled networking opportunities during the planning and execution phase of the league.

3. RFP Terms and Conditions

3.1 Interpretations

In this document, unless the context otherwise requires:

“Agreement” means the agreement and its schedule for the provision of services to be entered into between BFI and the successful bidder and any subsequent authorized amendments.

“Last date of submission” means the time and date by which bids must be submitted by the bidders.

“Confidential Information” means terms and conditions of this RFP and all other document, information, know-how and data, in any form, and in any media relating to or concerning Indian Boxing League which is marked as “confidential” or would be regarded as confidential, including:

- Strategies, policies, business plans
- Financial information
- Marketing and advertising concepts, plans and materials
- Drawings, designs, models, plans, trademarks and logos

“Laws” means the requirements of all rules, regulations, proclamations, ordinances or by-laws present or future, including without limitation, any league specific legislation or ordinance, as amended from time to time.

“Proposal” means a proposal by the bidder in response to the RFP and any subsequent clarifications.

“Bidder” means a bidder to this RFP.

“RFP” means this invitation and the RFP documents issued by BFI to each bidder to submit a bid in accordance with these RFP conditions.

“RFP Documents” means the following documents, and any amendments, provided to the bidders of Indian Boxing League:

- RFP Conditions
- Scope of work
- Schedules
- Agreement
- Annexure

“Services” means the delivery of goods and services to be provided to BFI as set out in Scope of Work.

“Scope of Work” means the document that sets out the background information, the purpose of RFP and describe the services in detail.

3.2 Bid Format: Type and details

Physical copy of the proposal has to be submitted in the drop-box as per the address mentioned in section 1.2. All the RFP timelines have to be strictly adhered. The details related to RFP submission are mentioned in section 4.

3.3 Cost of tender

The bidder shall bear all costs associated with the preparation and submission of its bid, including cost of presentation for the purposes of clarification of the bid, if so desired by the BFI. BFI in no case will be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

The cost of tender would include a non-refundable processing fee of INR 25,000/- only (Rupees Twenty Five thousand only). The bidder will submit a demand draft payable at Delhi for the amount of processing fee drawn in favour of "Boxing Federation of India". As a part of the bid, the bidder will enclose the draft in a separate envelope and clearly mark "Draft for processing fee".

3.4 Bid security

- i. The bidders shall furnish, as part of the bid, a bid security amounting to INR 20,00,000/- only (Rupees Twenty lakhs only). Bid security shall be denominated in Indian Rupees, and shall be in the form of demand draft only payable at Delhi drawn in favour of "Boxing Federation of India".
- ii. **Refund of bid security:** Bid security money of unsuccessful bidder shall be refunded to the bidder within one month of completion of the bidding process. Unsuccessful bidder shall collect the bid security from the aforementioned office address of BFI. No interest will be paid on bid security.
- iii. Bid security of the successful bidder will be released after the bidder is empanelled, has signed the contract and has furnished the performance security in accordance with respective clauses of this document.
- iv. Bid security will be forfeited on account of one or more of the following reasons:
 - The bidder withdraws its proposal during the validity period specified in the RFP.
 - The bidder does not respond to requests for clarifications of its proposal.
 - The bidder fails to provide required information during the evaluation process.
 - In case of a successful bidder, the said bidder fails to sign the agreement in time; or furnish performance security.

3.5 Amendment of the tender

- i. At any time prior to the last date for receipt of bids, BFI, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender by an amendment.
- ii. The amendment will be notified through the official website of BFI: <http://boxingfederation.in/> and will be binding on the bidders. Therefore, it is advisable that bidders should frequently visit the website and take notes of any amendments during the bidding process.
- iii. In order to provide prospective bidder reasonable time to take the amendment into account in preparing their bids, BFI, may, at its discretion, extend the last date for receipt of bids and/or make other changes in the requirements set out in the tender.
- iv. BFI may at any time during the tendering process request the bidders to submit revised pre-qualification in case of change in scope of work, without thereby incurring any liability to the affected bidders.
- v. BFI may at any time cancel the tender process without giving any reason.

3.6 Language of the bid

The bids prepared by bidders and all correspondence and documents relating to the bids exchanged between the bidder and BFI, shall be written in the English language.

3.7 Authorised signatory of bids

- i. The “bidder” as used in the tender shall mean the one who has signed the tender document forms. The bidder may be either the Principal Officer or the duly authorized representative of the bidder.
- ii. All pages of the bid and tender form shall be initialled and stamped by the authorized representative of the bidder.
- iii. All certificates and documents (including any clarifications sought and subsequent correspondences) received hereby, shall, be furnished and signed by the authorized representative of the bidder.
- iv. The certificate of authority and any other document consisting of adequate proof of ability of the signatory to bind the bidder shall be annexed to the bid.

3.8 Period of validity

Bids shall remain valid for a period of 180 days after the date of bid opening prescribed in this tender document. A bid valid for a shorter period may be rejected by the BFI as non-responsive.

In exceptional circumstances, BFI may solicit the bidder's consent to an extension of the period of validity. The request and the responses shall be made in writing (or by e-mail). The final decision on extension of bid validity will be taken by the BFI.

3.9 Format & signing of Bids

The bid shall be signed by a duly authorized representative of the bidder to bind the bidder to the contract in accordance with the clause.

The bid shall contain no interlineations, erasures or overwriting except as necessary to correct the errors made by the bidder, in which case such corrections shall be initialled by the person signing the bid.

The bidder shall duly sign and seal its bid with the exact name of the bidder and the contact details.

3.10 Late Bids

Any bid received by the BFI after the specified time and last date for receipt of bids prescribed by the BFI, will be rejected and/or returned unopened to the bidder.

3.11 Modification & Withdrawal of Bids

- i. The bidder may modify or withdraw its bid after bid submission, provided that written notice of the modification or withdrawal is received by the BFI not later than the last date prescribed for receipt of bids.
- ii. The bidder's modification or withdrawal notice shall also be sent by e-mail but followed by a signed confirmation copy which should be received by the BFI before the last date of receipt of bids.
- iii. No bids should be modified subsequent to the last date for receipt of bids.

3.12 Clarifications

When deemed necessary, the BFI may seek clarifications on any aspect from the bidder. However, that would not entitle the bidder to change or cause any change in the substance of the bid submitted or price quoted.

3.13 Notification of Award

Prior to the expiration of period of bid validity, BFI will notify the successful bidder by e-mail or in writing, by registered letter that its bid has been accepted.

The notification of award will constitute the formation of the contract.

3.14 Signing of agreement

At the same time as the BFI notifies the successful bidder that its bid has been accepted, BFI will send the bidder the contract form, incorporating all agreements between the parties.

- i. Within 10 days of receipt of contract form, the successful bidder shall sign and date the contract and return it to the BFI.
- ii. In case, the successful bidder fails to respond and sign the contract, BFI may redo the whole tender process again or award the rights to second best bidder as per the evaluation criteria.

3.15 Confidentiality

- i. This tender is confidential and the bidder is required to furnish and undertaking that anything contained in this tender shall not be disclosed in any manner, whatsoever.
- ii. The bidders may not use, disclose, or duplicate this RFP for any purpose other than preparing a proposal as requested in this RFP without obtaining BFI's prior written consent.
- iii. When a bidder is selected, a non-disclosure agreement will be signed, at which time the terms and conditions of the BFI Non-disclosure Agreement executed by the bidder shall take precedence over the terms of this paragraph. Unless the bidder has BFI's prior written permission, it will not:
 - associate the bidder's products or services with BFI; and
 - Represent to anyone that BFI has employed or endorsed the bidder's products or services.
- iv. The bidder will not issue any public statements or otherwise disclose any information concerning this RFP, the process, or its participation in the process without prior written approval of BFI.
- v. The bidder must not in any way advertise or publicly announce that they are entering into discussions with and/or undertaking work for BFI without BFI's prior written consent.
- vi. The confidentiality obligations detailed above shall survive any termination or expiration of this RFP.
- vii. Any breach of the following requirements shall invalidate the bidder's bid:
 - The bidder must not divulge the bid prices, or give any indication of the bid prices, to any third party
 - The bidder must not try to obtain any information about any other bidder's bid or proposed bid, or otherwise attempt to compromise the integrity of the RFP process

3.16 Address for correspondence

The bidder shall designate official mailing address, place, email and telephone number to which all correspondence shall be sent by BFI and detail the same as per Annexure 8.1 - Form I.

4. Submission of RFP

The details related to RFP submission are mentioned below.

4.1 Details of Submission

- i. The sealed cover should contain the following documents in original along with 2 photocopies of each of the below mentioned:

- Covering Letter
- Five separate sealed envelopes marked as:
 - **Envelope A:** Pre-qualification
 - **Envelope B:** Technical bid
 - **Envelope C:** Commercial bid
 - **Envelope D:** CD containing copy of all documents comprising information related with pre-qualification bid & technical bid
 - **Envelope E:** Bid security and processing fee

Envelope A, B, C, D and E shall be enclosed in an envelope marked as “Bid containing pre-qualification, technical and commercial bid”.

Additionally, Envelope D should contain 1 CD of all documents/information in PDF file format. Where necessary, the PDF file must clearly bear the marks of the signatures of the authorized representatives of the bidders.

Envelope D is to be marked as “Information CD – Pre-qualification & Technical bids”.

Envelope E should contain demand draft of INR 25,000/- (Rupees Twenty Five thousand only) as processing fee and INR 20,00,000/- (Rupees Twenty lakhs only) as bid security, may be put separately in a sealed envelope.

- ii. The application covering letter and the bid of the bidder shall be in English language.
- iii. The procedure of submission of bid will be two tier system:
 - Tier I: Manual submission of the envelope as detailed above
 - Tier 2: Presentation to evaluation committee
- iv. The pre-qualification and technical bid should be complete with documents and should be bound as volumes separately. The documents should be page numbered and appropriately flagged and contain the list of contents with page numbers. The deficiency in documentation may result in the rejection of the bid.

4.2 Documents

4.2.1 Cover Letter

Kindly provide the cover letter as per Annexure 8.1.

4.2.2 Pre-Qualification Documents

Below are the pre-qualification bid documents to be furnished.

- i. **Letter of Pre-Qualification Bid:** Kindly furnish details as per annexure 8.2
- ii. **Bidder's Profile:** Kindly furnish details as per annexure 8.3 Form I
- iii. **Company Details:** Kindly furnish details as per annexure 8.4 Form II
- iv. **Annual Turnover:** Kindly furnish details as per annexure 8.5 Form III
- v. **Experience & Past Assignment:** Kindly furnish details as per annexure 8.6 Form IV
- vi. **Core team resume:** Kindly furnish details as per annexure 8.7 Form V
- vii. Other documents as per section 6.2

4.2.3 Technical Bid Documents

Below are the technical bid documents to be furnished.

- i. **Letter of Technical Bid:** Kindly furnish details as per annexure 8.8
- ii. **Financials:** Kindly furnish details as per annexure 8.9 Form VI
- iii. **Experience:** Kindly furnish details as per annexure 8.10 Form VII
- iv. **Franchisee Management:** Kindly furnish details as per annexure 8.11 Form VIII
- v. **Sales and Marketing:** Kindly furnish details as per annexure 8.12 Form IX
- vi. **Media:** Kindly furnish details as per annexure 8.13 Form X
- vii. Other documents as per section 6.3

4.2.4 Commercial Bid Documents

Below are the commercial bid documents to be furnished.

- i. **Letter of Commercial Bid:** Kindly furnish details as per annexure 8.14
- ii. **Commercial Bid Details:** Kindly furnish details as per annexure 8.15 Form XI

5. Scope of work

5.1 Introduction

- i. The Boxing Federation of India (BFI) would be organising the Indian Boxing League.
- ii. By means of this Bid document, BFI intends to provide license to a company/ firm for running the Indian Boxing League.
- iii. Considering the objective of BFI is to select the right bidder who has the appropriate skill and experience, it is conducting this process for licencing the rights to run the Indian Boxing League on behalf of BFI.

5.2 Overview of Scope of Work

5.2.1 League Management

The licensee is expected to run the league on behalf of Boxing Federation of India (BFI). The responsibilities would entail below items, including, but not limiting to:

- i. Finalising the league structure, schedule, games format etc. while complying with the processes and guidelines of BFI

The licensee would come up with the full plan for running the league. It would entail details related to league structure, format of the games, schedule of games in the league, referee and official's engagement etc. Licensee would submit its plan to BFI related to all the above and would seek BFI's approval before finalising the same.

- ii. Ceremony management

The Indian Boxing league would be a marquee event in the sport of boxing in India. Licensee would be looking after the ceremony arrangements and planning. Licensee would create a detailed agenda covering scheduling, celebrity engagement, ceremony promotion, list of events at the ceremony, etc.

- iii. Responsibility of organising and conducting day to day events

The licensee would be running the day to day events of the league. It would entail all the tasks related to services, logistics, marketing, promotion, media and broadcasting, publication & IT etc. Licensee has to ensure the fiscal responsibility by establishing, complying and operating with accepted accounting principles and practices.

5.2.2 Event Services & Logistics Management

The licensee is expected to manage the events and logistics while running the league. A structured plan should be shared with BFI giving details of all aspects of event management. The scope would cover below items, including, but not limiting to:

- i. Security and safety management

The licensee shall develop a security and safety plan of the venues and make arrangements for the implementation of the same. Providing adequate security in conjunction with police should be the topmost priority of the licensee. It should also ensure supply and installation of security cameras.

The licensee is required to collect and collate security personnel's accreditation details and share the same with BFI. Additionally, the licensee should ascertain the arrangement of adequate medical and first aid requirements.

ii. Crowd and vehicle management

The licensee is required to formulate crowd and parking management plan for the visitors and audience. Making adequate infrastructure arrangements, including but not limiting to, parking signs, barricading, validation of vehicle entry, security requirement for parking and crowd management, should be ensured by the licensee for smooth functioning of the Indian Boxing League.

Separate parking area should be demarcated for ambulances, media, fire brigade and teams. The licensee should ensure smooth flow of traffic around the venue and make arrangements to avoid any unnecessary hindrances caused due to the event. Design and printing of vehicle passes for VIPs, service vehicles and official vehicles is also the responsibility of the licensee.

iii. Catering and meal plan formalisation

The licensee shall ensure that adequate supplies are available at dressing rooms, operations room, hospitality areas, technical rooms, stage, etc. Licensee shall also submit the accreditation details of volunteers involved for this purpose.

iv. Accommodation handling

The licensee shall confirm that necessary accommodation arrangements are made for team members, players and other important stakeholders.

v. Ceremonies and social events during the league

The licensee shall ensure adequate supplies of mementos, ethnic scarfs and bouquets for dignitaries and other important stakeholders.

vi. Ticketing

The licensee shall manage the entire ticketing process from designing, printing to sales. Setting up ticketing corners at the venue and online sale of tickets also fall under the purview of the licensee. Licensee shall share periodic report regarding the sale of tickets wherein the periodicity will be decided by the BFI.

vii. Transportation and logistics

The licensee shall ensure the availability of the following:

- Supply and Installation of high wattage LED/Metal white lights to illuminate areas like parking space, all gates, out-stadia branding, toilets, kiosks, general signage, walkways and any other area that requires to be lit

- Supply and installation of speakers, microphones, mike and other audio equipment required during the league for press conference, commentary, announcements, etc.
- Supply and assistance for proper functioning of wireless communication devices to be used by coaches, managers, officials, police, etc.
- Supply and installation of LED screens for streaming the content and other promotional purposes
- Supply and assistance for proper functioning of laptops, printers, scanners at the venue
- Vehicles to escort teams and other important stakeholders to ensure comfortable mobility around the city and for arrival and departures
- Arrangement of adequate number of photographers and videographers
- Other necessary arrangements like availability of emcee, adequate sound and light systems, etc.

viii. Infrastructure facilities

The licensee shall ensure proper set up of kiosks, food court, merchandising stalls, dressing rooms and other necessary infrastructural requirements.

5.2.3 Marketing

The licensee is expected to be involved with marketing and promotion of the league right from inception, playing days to off-season days. The scope would cover below items, including, but not limiting to:

i. Event marketing and promotions

The licensee shall be responsible for developing a detailed plan for marketing and promotional activities for the Indian Boxing League. The plan will encompass the marketing strategy, theme, target audience, required media support, branding and merchandising.

The creation of the logo for the Indian Boxing League with the date and location included also falls under the purview of the licensee.

ii. Sponsorships plan outline

It is the responsibility of the licensee to devise a plan to generate sponsorship at various levels.

iii. Sales and merchandising

The licensee shall be responsible for designing and production of merchandise for sale. Kiosks shall be set up for sale of T-shirts, mugs, flags and caps with team logos, league logo, photos of players. Additionally, merchandise pamphlets/leaflets would be distributed to generate interest amongst the targeted audience.

iv. Celebrity engagement

The licensee should chalk out plan for celebrity engagement for promotion. The target would be to generate maximum eyeballs and enhance popularity for the league. Licensee would be sharing full details related to celebrity engagement before on-boarding the celebrity.

v. Event signage

The licensee shall be responsible for promotion of the Indian Boxing League through adequate signage at various locations. Event branding at hotel, airport, malls, venue and other prominent public places is the responsibility of the licensee.

The licensee would be identifying locations for hoardings and making arrangements for design, printing, mounting and renting for a period of 30 days before the commencement of league and during the course of the events. Licensee shall discuss the detailed plan depicting the preferred locations, count and size of hoarding with BFI. The arrangement of branding at shopping malls and markets, design and distribution of leaflets, pamphlets, etc. shall be the responsibility of the licensee.

vi. Media Promotion

The licensee shall be responsible for promoting the league on all media vehicles.

- It shall be responsible for composing the theme song for the Indian Boxing League to be aired on television, radio and internet
- It shall be responsible for production of television commercials to generate interest amongst the audience
- It shall co-ordinate and monitor the release of the TV commercials after devising strategic plan to air those on TV
- It shall design print advertisements to be published in various print media such as newspaper, magazine, pamphlets, posters, etc.

Taking prior approval from BFI before publishing or airing advertisement and promotional activity is mandatory.

vii. Social media plan for event promotion

The licensee shall be responsible for organizing and conducting a social media campaign to gain popularity amongst the masses for the Indian Boxing League. The activities undertaken by the licensee for social media campaign will be as follows:

- Managing the social media pages on various apps and websites such as Instagram, Facebook, Twitter, etc.
- Running promotional contests to engage with the users
- Uploading images and videos related to the league to gauge interest of the viewers
- Timely updates about events, guests, players, tournaments, etc.

viii. Photo-shoot of players

The licensee shall conduct photoshoot of the players inside the ring as well as around the arena. These images can be used as promotional content for pamphlets, hoardings, banners, advertisements, etc. It is the sole responsibility of the licensee to coordinate the timings for this photo shoot with the players and team managers. Additionally, arrangement of photographers, venue and other infrastructural requirement for this activity is also supposed to be managed by the licensee.

ix. League newsletter

The licensee is responsible for publishing the league newsletter. Highlights of the events, information about the players, team interviews and other relevant information shall be published in the newsletter.

x. Player's handbooks

Designing and printing player's handbooks with relevant information, including, but not limited to, itinerary, schedule, chronology of events, important contacts is the responsibility of the licensee.

xi. Design of event logo

Designing the logo for the event falls under the purview of the licensee. The logo must contain the date and place for the Indian Boxing League. It should be catchy and should resonate with the theme for the league.

xii. Posters, banners, website design etc.

Licensee shall be responsible for creation and design of all promotional and informational publications, including, but not limited to, posters, banners, hoardings, pamphlets, leaflets and website.

5.2.4 Media Broadcasting

The licensee will manage the broadcast and digital rights for the period of the contract. The licensee is expected to be involved with media broadcasting so that there is high outreach of league with the target of maximum coverage. The scope would cover below items, including, but not limiting to:

i. Broadcast plan – TV, Digital

The licensee is expected to develop a structured plan for media buying and negotiation for all broadcast vehicles. Licensee shall share a plan for media broadcasting.

Television

- It shall liaise with media broadcasting agencies to telecast the Indian Boxing League on national television.
- It shall be responsible for 100% accuracy of live content broadcast on all participating channels.
- It shall create a strategic plan encompassing all necessary details for airing the content on television.
- It shall expand the telecast with commentary in regional languages to tap fresh viewership and revenue streams.

Digital

- It shall be responsible for 100% accuracy of live content broadcast across all content platforms.
- It shall make sure that broadcast is available on digital mediums.
- It shall ensure regular reporting of viewership statistics.
- Timely updates about events, guests, players, tournaments, etc. on social media also falls under the purview of the licensee.

Licensee shall coordinate with its media agency for the execution of above requirements. BFI has the right to overview the sale of spots to sponsors and the premiums charged for it.

ii. Commentary outline

Licensee shall develop a comprehensive plan for commentary during the league. It may perform this activity in conjunction and co-ordination with suitable other firms which have expertise in this field. Licensee shall also share this plan and details of other agencies involved in this task with BFI.

iii. Content management

Creation and management of content related to the Indian Boxing League is the responsibility of the licensee. It should also ensure the protection of intellectual property rights.

5.2.5 Live Scoring Systems

Setting up a live scoring system to track the scores during the matches is an indispensable requirement from the licensee. Evaluation of match on on-going basis and maintaining records for analysis and reporting is required.

6. Proposal Evaluation Criteria

6.1 Bid Evaluation Process

- i. To meet the BFI's requirements, as spelt out in the tender, selected bidder must have the requisite experience in providing services in the relevant fields specified for the entire period of the contract.
- ii. BFI reserves the right to modify the evaluation process at any time during the Tender process, without assigning any reason, whatsoever, and without any requirement of intimidating the bidder of any such change.
- iii. At any time during the process of evaluation the BFI may seek specific clarifications from any or all bidders.
- iv. The RFP bids of those applicants which would meet the minimum conditions of eligibility specified in section 6.2, will be evaluated in two stages.

Scoring Methodology

S. No.	Stage	Weightage
1	Technical Bid Evaluation Comprising of Technical Competency Evaluation & Presentation	70%
2	Commercial Bid Evaluation	30%

Overall Score = (Technical Bid Score)* 70% + (Commercial Bid Score)* 30%

- v. The details of stages of evaluation are mentioned below.

6.2 Pre-Qualification Bid

6.2.1 Eligibility Criteria

Each of the bidder shall meet the basic criteria as pre requisite to be considered in the bidding process.

S. No.	Eligibility Criteria	Supporting Documents
1	Individual or proprietorship firms, partnership firms, companies, consortium etc. participate in bidding process	In case of individual/ proprietorship firms/ partnership firms, please provide service tax registration, PAN, TAN and other relevant documents In case of company, please provide service tax registration, PAN, TAN, MOU, certificate of

		<p>incorporation and other relevant documents as applicable</p> <p>In case of consortiums, all consortium members must provide the above documents as per their constitution</p> <p>International bidders to provide relevant documents</p>
2	<p>Person bidding should be of repute and good standing. The bidder should not have been convicted by any Court of Law for a criminal offense or facing prosecution. For a consortium/ syndicate, this term would apply to all members of the consortium/ syndicate. If the bidder is a Proprietorship firm, then its proprietor, if the bidder is a partnership firm, then any of its partners, if the bidder is a company then, any of its Directors, Chief Executive Officer or other officials involved in the day to day operations of the company. The committee reserves the right to exclude any person as per its sole discretion (The term "person" shall have the meaning ascribed to it under the Companies Act, 1956)</p>	<p>Undertaking of no involvement in criminal activity on a stamp paper</p>
3	<p>The net worth of the bidder should be minimum of INR 5 crores for each year for the last three years, excluding intangible assets</p>	<p>Audited financial statement (Balance Sheet and Profit and Loss Account) for previous three financial years.</p>
4	<p>All bidders must have a cumulative average turnover of INR 10 crores over the past three financial years. Moreover, cumulative average turnover from handling of the sports league/ events should be minimum INR 5 crores</p>	<p>Certificate from the statutory auditors</p>
5	<p>All bids by Firm/ Company/ Trust/ Societies etc. should be accompanied with proper authorization in favour of the person signing the bid</p>	<p>Authorization Letter</p>
6	<p>The key managerial personnel or the promoters of the bidder shall have a minimum experience of managing sports or sports based business for at least 3 years</p>	<p>Experience Letter Certificate from client for the work done</p>

6.3 Technical Bid Evaluation

Technical bid evaluation would be done in two parts. First would be Technical Competency evaluation and then Presentation evaluation would be done. Total marks for the Technical Bid would be 100 and overall weightage would be 70%. Below are the technical bid evaluation details.

S. No.	Technical Bid Evaluation Details	Sectional Weightage	Maximum Marks
1	Technical Competency Evaluation	60%	60
2	Presentation Evaluation	40%	40
Total Score from Technical Bid			100

6.3.1 Technical Competency Evaluation

- i. Technical competency evaluation shall be carried out based on the credentials submitted with respect to relevant past experience.
- ii. Bidder would be awarded Technical competency score based on the evaluation.
- iii. Competency Evaluation of the firm shall be done as per below methodology.

S. No.	Criteria Details	Basis of Marks Allocation	Maximum Marks
1	Organization Financials : Annual Turnover for the last three financial years	a. Average Turnover > 25 Cr -> 15 points b. Average Turnover between 15 Cr to 25 Cr -> 10 points c. Average Turnover between 10 Cr to 15 Cr -> 5 points	15
2	Experience Overall: Number of seasons in organising sports league	a. More than 3 full seasons -> 10 points b. Between 2 to 3 full seasons -> 7 points c. 1 full season -> 5 points	10
3	Boxing League Experience	a. International -> 5 points b. National -> 3 Points	5
4	Franchisee Management at National/ International Leagues	a. Number of franchisee greater than 6 -> 10 points b. Number of franchisee between 4 and 6 -> 8 points c. Number of franchisee less than 4 -> 6 point d. No franchisee -> 0 point	10
5	Sales & Marketing: Sales sponsorship values	a. Sponsorship greater than 5 Cr -> 5 points b. Sponsorship between 4 and 5 Cr -> 4 points c. Sponsorship between 3 and 4 Cr -> 3 points	5

		d. Sponsorship between 2 and 3 Cr -> 2 points e. Sponsorship between 1 and 2 Cr -> 1 point	
6	Annual Media Broadcasting Revenue in any of the last three financial years	a. Broadcasting Revenue greater than 5 Cr -> 5 points b. Broadcaster Revenue between 3Cr and 5 Cr -> 4 points c. Broadcaster Revenue between 1Cr and 3 Cr -> 3 points d. Broadcaster Revenue less than 1 Cr -> 2 points	5
7	Annual Digital Rights Revenue in any of the last three financial years	a. Digital Revenue > 30 Lakh -> 5 points b. Digital revenue between 25 & 30 lakh -> 4 points c. Digital revenue between 20 & 25 lakh -> 3 points d. Digital revenue between 10 & 20 lakh -> 2 points e. Digital revenue less than 10 lakh -> 1 point	5
8	License Fee paid in advance	a. Advance payment for 5 years -> 5 points b. Advance payment for 4 years -> 4 points c. Advance payment for 3 years -> 3 points d. Advance payment for 2 years -> 2 points	5
Total Marks from Technical Credibility Evaluation			60

Note: All the credentials should be from past five years and bidder shall provide documents supporting the credentials

6.3.2 Presentation Evaluation

Presentation evaluation criteria is mentioned below

S. No.	Criteria Details	Basis of Marks Allocation	Maximum Marks
1	Case Studies from past experience	a. Client Base b. Top 5 case studies of running sports league in past 5 years showcasing tasks across League Management, Franchisee Handling, Marketing, Media Broadcasting, Event and Logistics Management etc. c. Turnover from previous leagues	10
2	Vision for Indian Boxing League	a. Strategy for running the league b. Marketing plan for the league c. Franchisee Handling plan d. Event Logistics plan e. Proposed format for the league	15
3	Revenue Model	Overall Revenue model of the licensee highlighting a. Cost Optimisation b. Revenue Enhancement	15

		c. Profit sharing Also showcasing the forecasted P&L statement for the next 10 years	
Total Marks from Presentation Evaluation			40

6.3.3 Evaluation Cut-off

BFI evaluation committee would judge the technical bids based on Technical competency and presentation on the basis of evaluation criteria and weightages specified above. Technical bid shall be rejected if a bidder doesn't get 60% score.

6.4 Commercial Bid Evaluation

The commercial bid of only those firms would be opened who qualify through the Technical bid. Total marks for the Commercial Bid would be 100 and weightage would be 30%.

- The commercial bid would focus on the license fee that a licensee would pay to the BFI
- **Commercial Bid Scoring Methodology:** The bidder with highest commercial bid value (H₁) will be given a commercial bid score of 100. The commercial bid score of other bidders would be evaluated as follows:
- Commercial Bid Score for Other Bidder

$$\text{Commercial Bid Score of Bidder X} = 100 * [(H_x) / (H_1)]$$

Where, H₁ = Highest Commercial Bid Value

H_x = Commercial Bid Value of Bidder X

7. Other Information

7.1 BFI Rights

This section details the rights of BFI during this tender process. BFI would have final jurisdiction in matter related to the whole tender process.

7.1.1 Intellectual Property of the league

- i. The BFI would retain all the intellectual property of the league throughout the duration of the league and thereafter.
- ii. All the work done during and for the Indian Boxing League would remain the intellectual property of the BFI.

7.1.2 Right to vary scope of contract at time of award

- i. The BFI may at any time, by a written order given to the bidder, make changes to the general scope of the contract.
- ii. If any such changes causes an increase or decrease in the cost of, or the time required for, the bidders performance of any part of work the work under the contract, whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the contract shall accordingly be amended. Any claims by the bidder for the adjustment under this clause must be asserted within thirty (30) days from the date of the bidder's receipt of the Boxing League's changed order.

7.1.3 Right to accept any bid and reject any or all bids

- i. The BFI reserves the rights to accept any bid, and to annul the Tender process and reject any or all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder or bidders for the BFI's action.

7.2 Commercial Details

- i. The licensee fee would increase by a fixed percentage of 10% Year on Year (YoY) from the base license fee of the first year.
- ii. The successful bidder would furnish the first year's licensee fee within 30 days of issuance of letter of intent. The successful bidder can furnish license fee for multiple years in advance; as communicated by the bidder during the bidding process. Thereafter, license fee for every subsequent year shall be furnished six months prior to the start of that year's league.
- iii. **Profit Sharing:** There would be profit sharing between the licensee and the BFI after the league starts making profit (i.e.; post break even, covering the overall losses in previous years). BFI would be receiving fixed 40% of the total profit. The licensee shall provide financial details (profit and loss statement and other financial statements) related to the Indian Boxing League after each season to the BFI.

- iv. BFI on its own may also raise the sponsorship for the Indian Boxing League. This sponsorship value would be distributed between the league and other activities of BFI in equal proportion.

7.3 Rejection Criteria

Besides other conditions and terms highlighted in the Tender documents, bids may be rejected under following circumstances

7.3.1 Pre-Qualification

- i. Incomplete bids that don't contain supporting documents to support fulfilment of the defined eligibility criteria.
- ii. Bids providing information that are found to be incorrect/ misleading at any stage/ time during the tendering process.
- iii. Bids containing commercial details.

7.3.2 Presentation stage

- i. Presentations that don't cover the required Technical criteria as mentioned in the section 6.3 and any other information requested from the bidder.
- ii. Presentations providing information that are found to be incorrect/ misleading at any stage/ time during the tendering process.

7.3.3 Other

- i. Bids that don't confirm unconditional acceptance of full responsibility of executing the 'Scope of Work' of this tender.
- ii. Bids in which the bidder seeks to influence the BFI's bid evaluation, bid comparison or contract award decisions.
- iii. Multiple bids received from same agency and/or the agencies belonging to a same group/ consortium; in which all such bids would be rejected.

7.4 Performance Security

- i. Firm to which letter of intent is issued shall have to furnish a performance security for an amount of INR 3,00,00,000 (Rupees Three Crore only) within 10 days of receipt of letter of intent. Performance security shall be denominated in Indian Rupees, and shall be in the form of demand draft only payable at Delhi drawn in favour of "Boxing Federation of India".
- ii. Failure to comply with the requirements of the scope of work specified in this RFP shall constitute sufficient grounds for the forfeiture of the performance security.
- iii. No interest will be paid on the performance security.

7.5 Inspection Clause

BFI has the right to inspect the books of the licensee anytime during the period of license. BFI would appoint an independent agency to scrutinise and validate the financials and other details of the licensee. The fee for the above inspection would be borne by the licensee.

7.6 Termination Clause

BFI has the right to terminate the license for cause based upon the failure of the licensee to comply with the terms and conditions of the license. The licensee will be measured qualitatively and quantitatively through the usage of Service Level Agreements (SLAs), Key Performance Indicators (KPIs). These SLAs and KPIs will be agreed during the contract negotiation process. In the event the licensee fails to comply with the SLAs and KPIs, it shall be liable to pay penalties, damages and BFI shall have the right to terminate the license.

7.7 General Terms and Conditions

- i. The bidder shall not make any alteration/ changes in the bid after the closing time and date. Unsolicited correspondences from the bidder shall not be considered.
- ii. If at any stage of the tendering process or during the currency of the contract, any suppression/ falsification of such information is brought to the knowledge of the BFI, the BFI shall have the right to reject the bid or terminate the contract, as the case may be, without any compensation to the bidder.
- iii. The bidder shall deem to have complied with all the clauses in the Tender under all sections/ chapters of the Bidding documents, including Bid Evaluation Criteria, Scope of work, Presentation specifications and terms and conditions.
- iv. Evaluation would be carried out in the available information in the bid.
- v. Any other point, which may arise at time of evaluation, will be decided by BFI for assessment of the Bids.
- vi. If any prospective bidder requiring any clarification on the tender documents may submit queries by sending an email at the email address given in section I.
- vii. BFI will respond to any request for clarification or queries on the tender documents, received no later than the last date of submission of the bid, by placing response to the queries on the BFI official website. The queries must be submitted in the below format.

7.8 Questions and Queries

In order to avoid any potential confusion, any query / clarification pertaining to the RFP needs to be submitted to the following email ID with subject line with subject line, **“Query on Indian Boxing League RFP”**.

Addressed to: Director (Administration), Boxing Federation of India

Email ID: director.admin@boxingfederation.in



Bidders may submit their questions on the RFP via email to BFI contact identified above. The bidders may submit request for clarifications through email to the proposal contact no later than 1700 hours, 4th August, 2017. BFI will aim to provide clarifications as soon as possible and publish consolidated response to queries by 8th August, 2017.

If deemed necessary, all bidders will be provided with clarifications for the questions, regardless of which bidder submitted the question.

8. Annexure

8.1 Covering Letter

(On the letter head of the bidder)

Date:

To,
Boxing Federation of India (BFI)

Sub: Request for Proposal (RFP) for companies for licensing the rights to run the Indian Boxing League

Sir,

Being duly authorised to represent and act on behalf of (Bidding organization details), and having reviewed and fully understood all of the requirements for this Request for Proposal (Bid) and information provided, the undersigned hereby applies for the subject name referred above.

We are enclosing the following documents in one original plus two copies, each duly signed, where required, by the authorized representative (bidder's name), with the details as per the requirement of the bid documents, for your evaluation.

- i. Envelope A: Pre-qualification
- ii. Envelope B: Technical bid
- iii. Envelope C: Commercial bid
- iv. Envelope D: CD containing copy of all documents comprising information related with pre-qualification bid & technical bid
- v. Envelope E: Bid security and processing fee

We acknowledge the right of BFI to reject our bid without assigning any reason and hereby waive our right to challenge the same on any account whatsoever.

We certify that in the last three years, we have neither failed to perform any contract nor have been expelled from any contract.

We declare that:

- i. We have no reservations regarding the RFP document or any addendum issued.
- ii. We have not, directly or indirectly, indulged in any corrupt, restrictive, undesirable or fraudulent practice and ensure that no person acting for us or on our behalf will engage in any such thing.
- iii. The undersigned is authorized to sign the documents being submitted for the RFP.



- iv. In the event our organization is selected, we shall enter into a contract with BFI.
- v. The information provided is true and correct to the best of our knowledge. In case of any discrepancy found, we hold the responsibility for that and understand our bid may be rejected.

Yours sincerely,

Signature, Name and designation of authorized signatory

Name and Seal of the bidding organization

Address of the bidding organization

Contact Number

Email address

8.2 Letter of Pre-Qualification Bid

(On the letter head of the bidder)

Date:

To,
Boxing Federation of India (BFI)

Sub: Request for Proposal (RFP) for companies for licensing the rights to run the Indian Boxing League – Regarding pre-qualification bid

Sir,

With reference to the RFP dated [Enter Date] for the above captioned role, I, [Enter Name], having understood the content of the RFP and all relevant documents, hereby submit our pre-qualification bid.

All information provided in the pre-qualification bid and the appendices is correct and all accompanying documents are true.

I am enclosing the following documents in one original plus two copies, each duly signed, where required, by the authorized representative (bidder's name), with the details as per the requirement of the bid documents, for your evaluation.

- i. Age proof
- ii. Business Registration document
- iii. Audited financial statement
- iv. Certificate from the statutory auditors
- v. Authorization Letter
- vi. Certificate from client for the work done
- vii. Experience Letter
- viii. Other documents, as per section 4.2.2 of the RFP

Yours sincerely,

Signature, Name and designation of authorized signatory
Name and Seal of the bidding organization
Address of the bidding organization
Contact Number
Email address

8.3 Pre-qualification bid, Form I – Bidder’s Profile

The bidder should have been in the business of managing sporting leagues for at least five years

Respondents are required to provide details of the company background in the below format

General Information		
S. No.	Item	Details
1	Company Name	
2	Date of establishment	
3	Address (Corporate Office)	
4	Name of Contact person	
5	Contact email ID	
6	Contact No Landline: Mobile: Fax:	
7	Brief write-up on the nature of business of the company	
8	Has the agency been barred by any government organization	

Attachments: Certificate of incorporation/ Article of association

8.4 Pre-qualification bid, Form II – Company Details

The agency should be a firm/ company/ partnership firm registered under the Indian companies Act, 1956/ The Partnership Act, 1932 and who have their registered offices in India. The agency must be registered with the Tax authorities in India.

Information About Firm/ Company/ Partnership Firm		
S. No.	Item	Details
1	Status of Firm/ Company/ Partnership Firm / Public Ltd./ Pvt. Ltd. Etc.	
2	Detail of incorporation	
3	Detail of tax registration	

Attachments: Tax registration Certificate

8.5 Pre-qualification bid, Form III – Annual Turnover

The bidder shall provide annual turnover for the last three Financial Years (FY).

Annual Turnover in India				
S. No.	Item	FY Last	FY Last-1	FY Last-2
1	Annual Turnover (value in INR only)			
2	Turnover from handling sports leagues/ events (value in INR only)			

Attachments:

- i. Audited Financial Statements (Balance Sheet and Profit and Loss account and IT return statement) for previous three financial years
And
- ii. Certificate from the Statutory Authority

8.6 Pre-qualification bid, Form IV – Past Assignments

The bidder shall provide the details of past assignments undertaken in similar scope of work in past five years.

<i>Client Name</i>	<i>Client Address</i>	<i>Assignment Details</i>

Attachments:

- Evidence in term of work orders/ copy of contract to validate the scope of services/ contract value/ billing for all the credentials showcased

8.7 Pre-qualification bid, Form V – Core Team Resume

Respondents are required to provide resume of the core team in the following format

Resume	
Name:	Photo
DOB:	
Designation:	
Skills	
Overall Experience	
Projects	

8.8 Letter of Technical Bid

(On the letter head of the bidder)

Date:

To,
Boxing Federation of India (BFI)

Sub: Request for Proposal (RFP) for companies for licensing the rights to run the Indian Boxing League – Regarding technical bid

Sir,
With reference to the RFP dated [Enter Date] for the above captioned role, I, [Enter Name], having understood the content of the RFP and all relevant documents, hereby submit our technical bid.

All information provided in the technical bid and the appendices is correct and all accompanying documents are true.

I am enclosing the following documents in one original plus two copies, each duly signed, where required, by the authorized representative (bidder's name), with the details as per the requirement of the bid documents, for your evaluation.

- i. Audited financial statements
- ii. Certificate from the statutory auditors
- iii. Certificate from client for the work done
- iv. Experience Letter
- v. Client Certificate showing the work performed
- vi. Other documents, as per section 4.2.3 of the RFP

Yours sincerely,

Signature, Name and designation of authorized signatory
Name and Seal of the bidding organization
Address of the bidding organization
Contact Number
Email address

8.9 Technical bid, Form VI – Financials

The bidder shall provide the details of share of sports in revenue for the last three Financial Years (FY).

S. No.	Item	FY Last	FY Last-1	FY Last-2
1	Annual Turnover (value in INR only)			

Attachments:

- i. Audited Financial Statements (Balance Sheet and Profit and Loss account and IT return statement) for previous three financial years
And
- ii. Certificate from the Statutory Authority

8.10 Technical bid, Form VII - Experience

The bidder shall provide the details of seasons managed during past experience.

S. No.	Item	Count	Details
1	Number of seasons		
2	Experience at International level		
3	Experience in conducting boxing league (International level)		

Attachments:

- Evidence in term of work orders/ copy of contract to validate the scope of services/ contract value/ billing for all the credentials showcased

8.11 Technical bid, Form VIII – Franchisee Management

The bidder shall provide the details of franchisee managed during past experience.

S. No.	Item	Count	Details
1	Number of franchisee managed at national/international level		
2	Number of franchisee managed at state level		

Attachments:

- Evidence in term of work orders/ copy of contract to validate the scope of services/ contract value/ billing for all the credentials showcased

8.12 Technical bid, Form IX – Sales and Marketing

The bidder shall provide the details of sales sponsorship generated during past five years.

S. No.	Item	Value	Details
1	Sales sponsorship value (in INR only)		

Attachments:

- Audited Financial Statements (Balance Sheet and Profit and Loss account and IT return statement) for previous three financial years)

8.13 Technical bid, Form X – Media

The bidder shall provide the details of broadcasting revenue and digital rights revenue from the last three Financial Years (FY).

S. No.	Item	FY Last	FY Last-1	FY Last-2
1	Annual Media Broadcasting Revenue (value in INR only)			
2	Annual Digital Rights Revenue (value in INR only)			

Attachments:

- i. Audited Financial Statements (Balance Sheet and Profit and Loss account and IT return statement) for previous three financial years
And
- ii. Certificate from the Statutory Authority

8.14 Letter of Commercial Bid

(On the letter head of the bidder)

Date:

To,
Boxing Federation of India (BFI)

Sub: Request for Proposal (RFP) for companies for licensing the rights to run the Indian Boxing League – Regarding commercial bid

Sir,
With reference to the RFP dated [*Enter Date*] for the above captioned role, I, [*Enter Name*], having understood the content of the RFP and all relevant documents, hereby submit our commercial bid.

Yours sincerely,

Signature, Name and designation of authorized signatory
Name and Seal of the bidding organization
Address of the bidding organization
Contact Number
Email address

8.15 Commercial Bid Information - Form XI

S. No.	Commercial Bid Value	Amount (in INR)
1	Licensee Fee (1 st Year)	X
2	Licensee Fee (2 nd Year)	1.1X
3	Licensee Fee (3 rd Year)	1.21X
4	Licensee Fee (4 th Year)	1.33X
5	Licensee Fee (5 th Year)	1.46X
6	Licensee Fee (6 th Year)	1.61X
7	Licensee Fee (7 th Year)	1.77X
8	Licensee Fee (8 th Year)	1.95X
9	Licensee Fee (9 th Year)	2.14X
10	Licensee Fee (10 th Year)	2.36X
Total Value		

Note: The licensee fee would increase by a fixed percentage of 10% Year on Year (YoY) from the base license fee(X) of the first year.