

BOXING FEDERATION OF INDIA

**REQUEST FOR
PROPOSAL (RFP)
FOR ENGAGING
SERVICE PROVIDER/AGENCY FOR BRANDING
IN 2ND INDIA OPEN INTERNATIONAL TOURNAMENT 2019, GUWAHATI**

DATE OF ISSUE : 20th April 2019

LAST DATE & TIME OF SUBMISSION OF PROPOSAL : 02.00 PM on 6th May 2019

DATE OF OPENING OF PROPOSAL : 03.00PM on 6th May 2019

PLACE OF SUBMISSION OF BIDS :

Office of Local Organising Committee, Boxing

Federation of India

Dr. Zakir Hussain Aquatic Complex
Sarsujai Sports Complex,
Nalapara, Guwahati, Assam

1. BOXING FEDERATION OF INDIA

- a) Boxing Federation of India (BFI) is the National Federation for the sport of Boxing in India. It was established in 2016 and recognized by the Government of India (Ministry of Youth Affairs & Sports, Department of Sports), the Indian Olympic Association and the International Boxing Association (AIBA). Since its very inception, the BFI has made rapid strides for improvement of the sport of boxing focusing on the core development of the sport at grass root level. By strategic planning and professional management, the BFI has been able to make a mark in the international arena also.
- b) The present RFP relates to organization of 2nd India Open International Boxing Tournament 2019.

2. 2nd INDIA OPEN INTERNATIONAL BOXING TOURNAMENT 2019

- a) 2nd India Open International Boxing Tournament is being held yearly, the first edition of this event was held at New Delhi from 28th January to 1st February 2018 where 23 countries from Asia, Europe, Africa and North America were participated in this event.
- b) This underlines the fact that the arrangements are to be done as per international standards be fitting an International Tournament.

3. PRESENT RFP IS FOR BRANDING

The detailed scope of work for the present RFP may please be seen in **Annexure-A**. The BOQs are mentioned in **Annexure-B**.

1. Bidding Process

- a) Any company, consortium, service provider who have provided such services to events of national/international standards during the last three years may bid for these services.
- b) The bidder should not have been blacklisted by any agency during the last three years.
- c) The bidder should have all necessary clearances, if any required, from respective government agencies to provide these services at Guwahati.
- d) The bidder should have all required statutory documents in respect of registration of company/organization with the government agencies, income tax, service tax and GST registration and clearances and that the bidder should not have been defaulter on any account.
- e) Double bid system – Technical Bid and Commercial Bid system will be adopted. On the date of opening, the Technical Bid will be opened and evaluated. The Commercial Bid of only shortlisted bidders will be opened.
- f) Decision of the Local Organising Committee(LOC)/BFI in respect of the above matter will be final. There will be no appeal against the decision of the LOC.
- g) The Technical Bid should not contain any price information that will be mentioned in the Commercial Bid.
- h) The bidders will make three envelopes – (1) Technical Bid, (2) Commercial Bid and (3) the envelope containing the Bank Drafts for Tender Processing Fee and Bid Security. All these three envelopes will be properly closed and sealed and then these three envelopes will be put in another cover super scribing “RFP for Branding” for 2nd India Open International Boxing Tournament 2019 to be deposited at the Office of LOC, Guwahati by the scheduled date and time.
- i) After the decision is taken and communicated to the successful bidder, they will deposit the Performance Guarantee sign an agreement with the LOC/BFI and continue to execute the work.

2. Tender Processing Fee, Bid Security & Performance Guarantee

- a) Tender processing fee is a non-refundable fee of Rs.5,000/- (Rupees five thousand only) to be deposited in the form of a bank draft payable to „Boxing Federation of India“ at New Delhi.
- b) Bid Security amount is Rs.10,000/- (Rupees Ten thousand only) to be deposited in the form of a bank draft payable to „Boxing Federation of India“ at New Delhi. The Bid Security amount of the unsuccessful bidders will be refunded after award of work and acceptance of the work by the successful bidder(s). This amount will not earn any interest.
- c) BFI reserves the right to reject any/all the bids without assigning any reason thereof and in that eventuality the Bid Security amount will be refunded to the bidders within four weeks.
- d) In the eventuality of the successful bidder not accepting the contract or not submitting the Performance Guarantee within the stipulated date, the Bid Security amount deposited by him will be forfeited.

3. Technical Bid Format

- a) Name of the Company/Service Provider/Consortium:
- b) Date of incorporation of the Company etc:
- c) Registration Number of (a) above:
- d) PAN Number of (a) above:
- e) Service Tax/GST Registration No:
- f) Date since when providing services as in Annexure-A of RFP:
- g) Turnover and portion of turnover on providing services in Annexure-A:

Year	Total Turnover of the Company/Consortium (In INR)	Amount of business handled in respect of the services in Annexure-A (In INR)
2018-19		
2017-18		
2016-17		

In support of claims in (b) to (g) above documentary proof must be attached along with certificates from the organizations for whom the services were rendered must be attached. In respect of turnovers, the audited balance sheet or certificate from the Chartered Accountant/Auditor should be attached. Copies of registration certificate, PAN, tax registration, GST registration and other related document need to be attached.

4. Commercial Bid Format:

The bidder shall indicate detailed pricing as per Scope of Work/BOQ in the Annexure-A & B. It needs to be summarized as mentioned below:

Scope of work/BOQ/Items	Quantity	Unit Cost	Total Cost	Taxes with %	Grand Total
Grand Total					

Grand Total must be mentioned in words “Rupeesonly”.

5. Terms of Payment:

a. 25% of the total cost (excluding taxes) will be released as mobilization advance after the award of work is accepted and Bank Guarantee of equivalent amount in favor of BFI is submitted. The Bank Guarantee should be valid till 31st Dec 2019.

b. Rest of the balance payment with all taxes will be released after completion of the games and on production of all bills subject to the satisfaction of the LOC.

6. Dispute resolution

a) Before award of work, there will be no dispute and the decision of BFI will be final.

- b) After award of work, all disputes will be resolved amicably by mutual discussion.
- c) In case, still disputes remain it will be decided by Arbitration and in such eventuality the Arbitrator will be appointed by the BFI.
- d) The Arbitration Proceedings will be carried on as per the provisions of Indian Arbitration Act and will be governed by laws of India.
- e) In case of litigation, it will be subject to the jurisdiction of the Courts of Delhi.

7. Force Majeure

In case of Force Majeure, as is normally understood as per Indian Law, if the Championship does not take place after award of work, the contractor and the BFI will mutually decide on the liabilities undertaken till the stage of such declaration of abandonment of the championship. If disputes still persist, it will be resolved as mentioned in para 9 above.

8. Savings

- a) BFI reserves the right to vary the terms and conditions, scope of work, BOQs mentioned above at any time for operational reasons without assigning any reason.
- b) If after award of work BFI is convinced that the contractor is not fulfilling the contractual terms or is not executing works as per specification or as per satisfaction of BFI or if adequate progress of work is not there, the BFI reserves the right to terminate the contract without any further notice and assign the work or the rest of the work to another bidder/vendor at the cost of the contractor.

Annexure-A

BRANDING SCOPE OF WORK

The scope of work for the providing BRANDING requirements for the 2nd India Open International Boxing Tournament

- a. The Scope of Work of the Branding Agency is extensive and is an attempt to cover much of the branding requirements of the Boxing Tournament. The agency is responsible for supply, loading and unloading, printing, installation, removal, maintenance and repair inside and outside the stadium it also includes the city branding.
- b. The agency also responsible for Way-finding and venue operational signage, Work closely with advertising agencies on all branding building programs.
- c. Scope of work include Branding elements for Hotel. Agency is responsible for delivery and installation, dismantle/removal from airport, hotel and other places in the city.
- d. The dismantling works will have to be completed within 48 hours after the completion of the last match at venue. The successful bidder will coordinate with the designated representative of Boxing Federation of India (BFI) for the same.
- e. The agency will also have to supply and install accessories needed for the operation of the works, such as welding machine, double sided tapes, wires for installation of branding etc. All the item required should be readily available in the venue. These items should be considered as included in the quoted price and will not be charged additionally. The agency is responsible for the repair of all the branding, if required the damaged branding is to be replaced by vendor at no additional cost.
- f. The Agency would be required to deploy dedicated manpower during the event for different areas and locations as directed by the BFI representative present at the site. Manpower deployment should include the 2 labours for repairs and movement of branding.
- g. The Selected Agency will also be required to ensure operation and maintenance of the facility offered and shall provide all resources, manpower, equipments and consumables required for the successful installation of the entire Branding for the entire duration of the Championship.
- h. The quantities stipulated against each item shown in the BOQ are indicative and BFI reserves the right to vary the requirements by +/- 25%, depending on the actual needs while issuing the Work order. And for a 25% increase in scope, a corresponding additional fee of 25% of works may be issued to the vendor.

- i. The Opening Day of the 2nd India Open International Boxing Tournament 2019 is scheduled to be on 20th May, 2019 and the Closing Day is scheduled to be on 24th May, 2019. Typically the duration of hire of the Facilities shall be about 5 days. Branding is to be ready in all respects for actual usage after testing and commissioning, two days ahead of the opening Day of the specific Event.
- j. The Selected Agency shall be responsible for the entire branding system of Specialized Prefab Structures and Temporary Overlay Structures, along with other accessories in the Venues and ensuring their structural stability for the designated period of operation and compliance with all the prevailing statutory requirements.
- k. All Branding shall be waterproof and capable of withstanding varying weather conditions commonly prevalent in Guwahati, Assam.

Annexure: B

Branding BOQ						
S.no	Particulars	Size	Quantity	Specification/Size/in Sqft/	Rate	Total Cost
Venue Branding						
1	A Boards (Flex on Both Side of Iron Frame)	6'X3'	50	900		
2	Ring Corner Vinyl Pasting	4'X1'	4	16		
3	Skirting Flex on all 4 Sides with velcrow	25'X3'	4	300		
4	Vinyl Pasting on all 4 side ropes (Inches)	24"X6"	4	12		
5	Medal Ceremony Backdrop (Flex with iron frame)	12'X10'	1	120		
6	Mixed Zone Backdrop (flex with iron frame)	12'X8'	1	96		
7	VIP Backdrop (Flex with Iron Frame)	20'X10'	1	200		
8	Boxers Entry Arch Gate (Box) Top Flex with iron frame	18'X2.5'	1	45		
9	Boxers Entry Arch Gate (Box) Pillars Flex with Iron Frame	10'X2.5'	2	50		
10	Iron Flex with frame on FOP	16'X10'	1	160		
11	Team Placards (3mm Sunboards with stand)	2'X1'	15	30		
12	VIP Entry (Iron frame with flex)	8'X7'	1	56		
13	Standee (Iron frame with flex)	3'x6'	10	180		
14	Arch gate Gate no 1 (iron frame with flex) at outer gate 1	25'x20'	1	500		
15	Signages Standee	3'X6'	10	180		
16	Gate no 1 (iron frame with Flex)	20'X10'	1	200		
17	Victory Podium Vinyl pasting (Inches)	90"X20"	2	12.5		
18	Entry Flex	10'X8'	4	320		
19	Room Signages (3mm Sunboards)	2'X0.5'	10	10		
	Total					
	GST					
	Grand total					

Total Cost in Words.....