

**BOXING FEDERATION OF INDIA (BFI)
PLOT NO. 319-323, UDYOG VIHAR PHASE – IV, GURUGRAM - 122016**

REQUEST FOR PROPOSAL (RFP)

**HIRING OF AIR CONDITIONED COACHES, MINI COACHES, CARS AND
OTHER TRANSPORT SERVICES FOR AIBA WOMEN'S WORLD
BOXING CHAMPIONSHIP, NEW DELHI, 2018**

Date of Issue: 08 October, 2018

Last Date of Submission of Bids: 19 October, 2018

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.
- b) BFI hosted AIBA Youth Women's World Boxing Championship at Guwahati in November, 2017. The efforts of BFI during this short span has been lauded by the AIBA due to which they have awarded the AIBA Women's World Boxing Championships, 2018, to be held at New Delhi from 15th to 24th November, 2018
- c) The present RFP relates to organization of AIBA Women's World Championship, 2018 to be held at New Delhi.

2. **AIBA Women's World Boxing Championships, New Delhi, 2018**

- a) AIBA Women's World Boxing Championships is biennial amateur boxing competitions organized by the International Boxing Association (AIBA), which is the sport governing body. Alongside the Olympic boxing program, it is the highest level of competition for the sport.
- b) This underlines the fact that the arrangements are to be done as per international standards befitting a World Championship.

3. **PRESENT RFP IS FOR TRANSPORT SERVICES**

The technical bid format is in **Annexure-A**. Commercial bid format are mentioned in **Annexure-B**. The detailed scope of work for the present RFP may please be seen in **Annexure- C**.

Requirement of Types of Vehicle:

Request for Proposal (RFP) inviting application from experienced Transport Contractors is for providing the following categories of vehicles in Delhi during the period from 12-11-2018 to 26-11-2018 :-

Sl. No	Types of Vehicle	No of Vehicles required
1.	Mercedes S Class (or equivalent)	01
2.	BMW / AUDI (or equivalent)	02
3.	A/C Sedan Type Car (Tata Indigo or equivalent)	10

4.	A/C SUV Type Car (Toyota Innova or equivalent)	20
5.	A/C Bus (45 Seater) VOLVO	08
6.	A/C Mini Bus (25 Seater)	07

4. **Bidding process**

- a) Any company or service provider who has provided such services to events of 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 New Delhi.
- 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 BFI in respect of the above matter will be final. There will be no appeal against the decision of the BFI.
- 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 Transport Services” for AIBA Women’s World Championships 2018” to be deposited at the Office of Boxing Federation of India 323 Udyog Vihar Phase IV, Gurgaon - 122016 by the scheduled date and time.
- i) After the decision is taken and communicated to the successful bidder, they will immediately accept the award of work and continue their preparations to execute the work.
- j) In case any vendor intends to bid only for cars or only for buses, they can do so.

5. **Tender Processing Fee, Bid Security**

- 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.20, 000/- (Rupees twenty 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 within the stipulated date, the Bid Security amount deposited by him will be forfeited.

ANNEXURE A

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 these services.
- 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)
April, 2018 till date		
2017-18		
2016-17		
2015-16		

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.

Annexure-B

Serial No.	Type of vehicle	Seating Capacity	No. of Vehicle Offered	Rate per day (All-inclusive cost of Fuel, Driver & Attendant, Taxes etc.)	Total Cost (All-inclusive cost of Fuel, Driver & Attendant, Taxes etc.)	Rate in case vehicle used more than prescribed limit of Hrs & Kms	
						Per KM	Per Hr.

Break-up of the rates for cost of Fuel, Drivers, Attendant, taxes and others if any are shown as below.

- Hiring charges-
- Cost of Fuel-
- Cost of Driver-
- Cost of Attendant-
- Rate of Taxes-
- Others-

TOTAL RATE - _____

6. 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 2018.
- b) Rest of the balance payment with all taxes will be released after 15 days of completion of the games and on production of all bills subject to the satisfaction of the BFI.

7. 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.

8. **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.

9. **Savings**

- a) BFI reserves the right to vary the terms and conditions, scope of work quality of BOQs mentioned in this document 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/LOC or if adequate progress of work is not there, the BFI/LOC 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-C

SCOPE OF WORK/SERVICES

1. The Transport functional area's primary function is to deliver reliable transport services for Athletes, Team Officials, Technical Officials and accredited Media including Broadcasters, VIPs, in a proficient manner for their travel between Competition and Training Venues. Transport Services would be responsible for the following functions at competition/Non-Competition venues.
2. The Bidder has to ensure that the car or bus shall not break down due to diesel/petrol and lubricant shortage while the vehicle is in operation for the whole day.
3. The Bidder shall provide the Cars and Buses with full fuel tank at the time of the starting of the contract period and shall also be responsible for the day to day maintenance which also includes washing and cleaning of the vehicle.
4. The Vehicles are required to do an average usage of 120 km per day. Rates quoted to be based on the running of a minimum of 120 km/ 14 hours per day (Buses & Cars). Any additional charges applicable maybe mentioned in the quotation. The bidder will make the Car/Bus available for operation to Transport as per advice of the BFI Officials.
5. All the drivers should be in possession of their valid driving license at all times.
6. The Bidder shall provide additional standby drivers for seamless operation of vehicles.
7. The Bidder have done a revenue of at least INR 1, 00, 00,000 (Rupees One Crore) for the supply and services of Ground Transport in each of the last 3 years.
8. The Bidder should be the owner of a fleet of at least 25 cars & 15 buses. (*Please enclose copies of Registration Certificates as proof.*)
9. The Vehicles must not be older than 3 years old and should be in certified good condition and

All vehicles should have valid permits to ply in the respective cities/states (proof needs to be submitted)

10. The Bidder will cover his vehicles under comprehensive insurance from any insurance company during the lease period at his cost. The Bidder must ensure that the insurance policy should always remain in force during the operations/contract period and further, without prejudice to above; the Bidder shall indemnify BFI for all accident compensation claims if lodged against BFI.
11. BFI shall under no circumstances be made liable or responsible by the bidder to pay compensation that may be awarded by Motor Accident Claim Tribunal or Tribunals in respect of accidents.
12. The Bidder has to provide the Cars with driver possessing valid driving license with P.S.V. (Public Service vehicle) badge issued by respective Regional Transport Office(RTO), and Certificate of medical fitness of driven from competent authority. The driver shall follow the instructions of the authorities of the BFI. The driver will have to undergo training & medical examination by the Medical Officer of the competent Medical Board if BFI so desires. The bidder shall not replace driver without consent of BFI.
13. It will be the responsibility of Bidder to ensure that the driver maintains close coordination with the Transport Hub Executive of BFI, provides facilities to the travelers and ensure that the traveler are not put to any inconvenience. The driver shall have polite behavior with public and travelers and also with AIBA WOMEN'S WORLD BOXING CHAMPIONSHIP NEW DELHI-2018 Officials/Staff, Players etc.
14. The Bidder shall provide uniform to the driver as prescribed by BFI. The driver shall also be provided with an identity card with photo attested by the Bidder counter stamped by BFI. The Bidder shall furnish photocopy of the Vehicle Documents & driving licenses of the driver to BFI. The bidder shall submit the passport size photograph of the driver and other staff.
15. The Bidder shall bear the cost of the driver including his wages, daily allowance, etc. The Bidder shall also bear the cost of fuel for vehicles supplied.
16. The driver shall scrupulously follow the instructions issued by BFI from time to time. In case any driver is found to be unsuitable by the BFI, the bidder needs to replace him immediately as his own cost.
17. The Bidder shall keep the Car road worthy and clean as mentioned in Chapter-VII of the Motor Vehicle Act, 1988 and Rules made there under from time to time.
18. The hired vehicles will be parked at the respective Hub / bus stand as provided by BFI at the risk of the bidder. The BFI shall have liberty to ply the vehicles for night out halt as per the scheduled requirement. The decision of the respective Hub Executive of BFI will be final.
19. In case of break down, the contractor will have to replace /provide substitute suitable vehicle immediately. Otherwise suitable penalty as computed by the BFI will be imposed.
20. The BFI shall have right to deduct the penalties or fine levied against the bidder, from the amount due to Bidder either from hire charges or Bank guarantee/Security deposit.

21. The Bidder shall display AIBA WOMEN'S WORLD BOXING CHAMPIONSHIP NEW DELHI -2018 Logo on both sides of the car and vehicles shall be provided for branding in advance as per directions of BFI.
22. The Bidder shall maintain a vehicle log book indicating date-wise operational particulars, which should be signed by representative of bidder and BFI on daily basis.
23. All vehicles should be mounted with GPS Tracking System.
24. To maintain a daily log book for each of the vehicles, this will be signed by the competent authority from the BFI. The entry should be made in the vehicle upon arrival at the pickup point at the beginning of the day and departure from the drop off point at the end of the day.
25. The drivers must be well versed with all the locations and routes as mentioned. It would be the responsibility of the agency to make sure that the drivers are well versed with the locations and routes.
26. Establishing an overall Supervisor exclusively in-charge of implementing the Services.
27. To provide a dedicated resource/team available for the duration of the contract on a 24hr basis with the capability to supply information, coordinate logistics, confirm/modify/cancel any bookings/reservations as instructed by the pre-identified authorized members from the BFI.

P. C. Pratihari
Director Administration
Boxing Federation of India