



REQUEST FOR PROPOSAL (RFP) FOR ENGAGING SERVICE PROVIDERS FOR CATERING HOSTING IBA WOMEN'S WORLD BOXING CHAMPIONSHIP, DELHI, 2023

DATE OF ISSUE: 2/16/2023

LAST DATE & TIME OF SUBMISSION OF PROPOSAL: 4:00 PM on March 01, 2023

PLACE OF SUBMISSION OF BIDS:

Boxing Federation of India
323 Udyog Vihar, Phase IV
Gurgaon, Haryana, India, 122016
Email id: info@boxingfederation.in
Contact: 0124-4370792

(No Bids to be submitted on Email. Bids Submitted on Email will be cancelled)

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), the Indian Olympic Association and the International Boxing Association (IBA). 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 Youth Women's World Boxing Championship at Guwahati in 2017, and Women's World Boxing Championship, 2018 in New Delhi. The efforts of BFI during this short span have been lauded by the IBA. IBA has awarded the Women's World Boxing Championships, 2023 to India and the Championship will be held in New Delhi from 15th to 26th March, 2023.
- c) The present RFP relates to organization of IBA Women's World Championship, 2023 to be held in New Delhi.

2. PRESENT RFP IS FOR PROVIDING CATERING SERVICES

The Pre-bid format is in **Annexure-A**. Commercial bid formats are mentioned in **Annexure-B**. The detailed scope of work and BOQ for the present RFP enclosed as **Annexure- C & D** respectively.

3. Qualification criteria

- a) The bidder or the service provider must have provided such services to events of international standards during the last five years.
- b) The bidder should not have been blacklisted by any agency during the last ten 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 and GST registration and respective clearances.
- e) The Bidders must have an average annual turnover of atleast INR 1,00,00,000 (Rupees One Crore) for the last 3 or 5 years on account of supply and services of Catering.

4. Bidding Process

- a) The bids will be evaluated on the basis of qualification criteria and commercial bids. The bidders who clear the qualification criteria will qualify for the opening of the commercial bids. The L1 bidder will be allotted the work. BFI reserve the right to negotiate further with the L1 bidder.

- b) The bidders will make three envelopes– (1) Qualification Criteria, (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 covers upper scribing “RFP for Catering Services” for IBA Women’s World Championships 2023” to be dropped in the drop box at the Office of Boxing Federation of India 323 Udyog Vihar Phase IV, Gurgaon – 122016 by the scheduled date and time. **Any bid sent on email will be disqualified.**
- c) Decision of the BFI in respect of the above matter will be final. There will be no appeal against the decision of the BFI. BFI reserves the right to increase or decrease the scope of work.
- d) The Qualification Bid should not contain any price information.
- e) Bidders may download the Bidding Documents from the web site- <http://boxingfederation.in/tenders-notices/>. Bidders shall ensure that their Bids, complete in all respect should be sent via Hard Copy only.

5. Tender Processing Fee, Bid Security & Performance Guarantee

- a) Tender processing fee (Non-refundable) of Rs.5,000 (Rupees five thousand only) will be applicable and is to be deposited in the form of a bank draft payable to Boxing Federation of India at New Delhi.
- b) A refundable Bid Security amount of Rs. 50,000 will be applicable and needs 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/her will be forfeited.

Qualification Criteria/Pre-Bid Format

- a) Name of the Company/Service Provider/Consortium:
- b) Date of incorporation of the Company:
- c) Registration Number of (a) above:
- d) PAN Number of (a) above:
- e) GST Registration No:
- f) Date since when providing these services:
- g) Undertaking for not being Blacklisted:
- h) 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, 2022 till date		
2021-22		
2020-21		
2019-20		
2018-19 (Optional)		
2017-18 (Optional)		

In support of claims in (b) to (h) 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.

Commercial Bid Format
(To be put in a separate envelope)

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

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

Grand Total must be mentioned in words “Rupeesonly”.

6. Terms of Payment:

- a) Payment with all applicable taxes will be released after 15 days of completion of the games and on production of all bills subject to the satisfaction of the LOC (Local Organising Committee).

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 disputes will be referred to the Arbitration Commission of BFI.
- d) 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 7 above.

9. Additional Notes

- 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.

SCOPE OF WORK/SERVICES

COMPETITION VENUE: K D JADHAV Indoor Hall, IGS Complex

TRAINING VENUE 1: Boxing Hall, IGS Complex

1.1 Workforce/Volunteers

VEG/ NON VEG BOX			
AFTERNOON	MEASURE	EVENING	MEASURE
Double Layer Chicken/ Cheese Sandwich	220 g	Chicken/Paneer/Kathi Roll	250 g
Chicken/Paneer Puff	120 g	Cutlet(One piece)	60 g
Lava Cake	100 g	Vanilla Pudding	100 g
Choco Chip Cookie	1 piece	Fruit Muffin	40 g
Juice Tetra	200 ml	Juice Tetra	200 ml
Namkeen	12.5 g	Potato Chips	12.5 g
Ketchup Sachet	1 no.	Ketchup Sachet	1 no.
Plastic Spoon	1 no.	Plastic Spoon	1 no.
Tissue Paper	1 no.	Tissue Paper	1 no.
VEG/NON VEG THALI			
S. No.	Lunch	Dinner	
1	Salad and pickle	Salad and pickle	
2	Bhindi dry fry	Brinjal fritters	
3	Jali Kumura	Roti	
4	Rice	Rice	
5	Roti	Mix Vegetable	
6	Dal Makhani	Dal	
7	Palak Paneer	Matar Paneer	
8	Chicken Curry	Fish Curry	
9	Ice cream	Sweet Dish	
Tea/ Coffee vending machines including selection of tea, coffee, Milk to be served during Lunch /Dinner Time.			
* Lounge Operational hours- 12:00hrs to 14:00hrs and 20:00hrs to 22:00hrs			
**Expected nos. Per Day: OC Staff 50No. and Volunteers 400 No.			

- Delivery timing: After noon - 12:00 hrs
Evening - 19:00 hrs
- Estimated Boxes Required - OC – 50
Volunteer – 400
Total – 450

1.2 VVIP/VIP:

CATERING MENU (VVIP/VIP) IBA WOMEN'S WORLD BOXING CHAMPIONSHIP 2023				
Buffet Set-up with Chafing Dishes and buffet tables				
Menu Rotation for VIP's				
15th March-Opening Ceremony			Quantity	Time
Veg	Non Veg		200(Tentative)	1300hrs - 1600hrs
Vegetable puff	Chicken puff	Hot		
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Vegetable Kathi roll	Chicken Kathi roll	Warm	300(Tentative)	1900hrs - 2100hrs
Selection of tetra packed juices and Selection of Milk shake				
Assorted Cookies and Classic Chocolate Brownie				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge-				
16th March			Quantity	Time
Veg	Non Veg		125(Tentative)	1300hrs - 1600hrs
Potato cheese nuggets	Chicken nuggets	Hot		
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Paneer Tikka	Chicken Tikka	Warm	125(Tentative)	1700hrs - 2000hrs
Selection of tetra packed juices and Selection of Milk shake				
Assorted Cookies and Warm Gulabjamun				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge				
17th March			Quantity	Time
Veg	Non Veg		125(Tentative)	1300hrs - 1600hrs
Kaju aur aloo ke samosa	Chicken quiche	Hot		

Mumbai masala sandwich(Hot)	Chicken and cheese sandwich	Cold		
Grilled veg wrap	Chicken tikka wrap	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies and Chocolate Mud-Pie				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge				
18th March			Quantity	Time
Veg	Non Veg			
Veg.Coin Pizza	Classic Lime & Thyme Grilled Chicken	Hot	125(Tentative)	1300hrs - 1600hrs
Chutney cucumber and cheese S/W	Chicken Hawaiian S/W	Cold		
Paneer kathi roll	Chicken kathi roll	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies and Moong Dal Halwa				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge				
19th March			Quantity	Time
Veg	Non Veg			
Potato cheese shots	Chicken nuggets	Hot	125(Tentative)	1300hrs - 1600hrs
Grilled veg sandwich	Chicken tikka sandwich	Cold		
Falafel pita roll	Chicken shawarma roll	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies and Exotic Fruit Cream				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge-				
20th March			Quantity	Time
Veg	Non Veg		125(Tentative)	

Vegetable puff	Chicken puff	Hot		1300hrs - 1600hrs
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Vegetable Spring roll	Chicken Kathi roll	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge-				
21st March			Quantity	Time
Veg	Non Veg		125(Tentative)	1300hrs - 1600hrs
Palak anardana kebab	Chicken Satay	Hot		
Kacchi Dabeli	Roast chicken and cream cheese sandwich	Cold		
Tandoori aloo wrap	Hariyali chicken wrap	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge				
22nd March			Quantity	Time
Veg	Non Veg		125(Tentative)	1300hrs - 1600hrs
Vegetable puff	Chicken puff	Hot		
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Vegetable Kathi roll	Chicken Kathi roll	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies and Classic Chocolate brownie				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge-				
23rd March			Quantity	Time

Veg	Non Veg			
Potato cheese nuggets	Chicken nuggets	Hot	125(Tentative)	1300hrs - 1600hrs
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Paneer Tikka	Chicken Tikka	Warm		
Selection of tetra packed juices and Selection of Milk shake			125(Tentative)	1700hrs - 2000hrs
Assorted Cookies and Warm Gulabjamun				
Hot beverages- Vending machines including selection of tea/coffee with milk to be served during competition in the designated VIP lounge				
24th March Rest Day				
25th March(Sami Final)			Quantity	Time
Veg	Non Veg		200(Tentative)	1300hrs- 1600hrs
Potato cheese nuggets	Chicken nuggets	Hot		
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Paneer Tikka	Chicken Tikka	Warm	200(Tentative)	1700hrs- 2000hrs
Selection of tetra packed juices and Selection of Milk shake				
Assorted Cookies and Classic Chocolate Brownie				
26th March(Final)			Quantity	Time
Veg	Non Veg		400(Tentative)	1300hrs- 2000hrs
Vegetable puff	Chicken puff	Hot		
Chutney cucumber and cheese S/W	Chicken and mayo S/W	Cold		
Vegetable Kathi roll	Chicken Kathi roll	Warm	400(Tentative)	1300hrs- 2000hrs
Selection of tetra packed juices and Selection of Milk shake				
Assorted Cookies and Classic Chocolate Brownie				

1.3 MEDIA:

CATERING MENU (MEDIA) IBA WOMEN'S WORLD BOXING CHAMPIONSHIP 2023

Date....During Event days

<i>Boxes</i>			
AFTERNOON	MEASURE	EVENING	MEASURE
1.High Tea Snack 2.Lunch Box 3.Drinking Water	100(Tentative)	1.High Tea Snack 2. Drinking water	100(Tentative)
Tea/ Coffee vending machines including selection of teas, Selection of coffee, Milk to be served during competition in the designated lounges.			
* Lounge Operational hours- 13:00hrs till 20:00hrs			
*Expected Per Day: Media- 100(Tentative) nos.			

1.4 Players & Team Officials:

<i>CATERING MENU (PLAYERS & TEAM OFFICIALS) IBA WOMEN'S WORLD BOXING CHAMPIONSHIP 2023</i>
<i>Date....During Event days</i>
4 Varieties, Choices of whole fresh fruits
Multi- grain biscuits, Energy bars, Tea and Coffee
* Operational Hours: Session 1- 12:00hrs till 16:30hrs ; Session 2- 17:00hrs till 20:00hrs
* Estimated Pax. For complete tournament: 400 nos. (Tentative)

1.5 ITO's, IBA FAMILY AND R&J:

<i>CATERING MENU (ITO'S, IBA FAMILY, R&J) IBA WOMEN'S WORLD BOXING CHAMPIONSHIP 2023</i>			
<i>Buffet Set-up with Chafing Dishes and buffet tables</i>			
<i>Date....During Event days</i>			
AFTERNOON	MEASURE	EVENING	MEASURE
High Tea/Coffee Assorted Cookies Assorted Sandwich Assorted Tetra Juice	120	High Tea/Coffee Assorted Cookies Assorted Sandwich Assorted Tetra Juice	120
Tea/ Coffee vending machines including selection of teas, Selection of coffee, Milk to be served during competition in the designated lounges.			
* Lounge Operational hours- 12:00hrs till 20:00hrs			

****Expected nos. Per Day: ITO And R&J- 110 nos. IBA officials – 10**

2. WATER REQUIREMENT:

1. Packaged water bottles (500 ml) required per day: Approx. 8000 nos. (4000-4500 lts)
2. Water Dispensers with hot & cold option: 20 nos.
3. Packaged water bottles (20 Lts) for the above mentioned dispensers: 20 bottles per day

Disposable cups shall be provided at all places where the above dispensers placed.

5.1. ICE REQUIREMENTS

- i. Ice Boxes: 8 nos.
- ii. 100 Kg ice Cub (event days only)

3. COFFEE/TEA

Coffee & tea vending machines: 12 nos.

Selection of coffee, tea & milk should be made available during the time of event.

4. VISIBLE Water Fridge

Total No. – 12 nos.

Days of Service Required:

S.NO	CONSTITUENT GROUPS	Total	No. Of Days of Service**
1	Athletes and Coaches	400	As per Competition Schedule
2	Media and Broadcaster	100	
3	VIP & Protocol Guest	250	
4	ITO and RJ	70	15 th March To 26 th March-2023
5	NTO	50	
6	LOC	50	
7	Volunteers	400	
8	National Federation	100	
9	IBA	10	
	Grand Total	1430	

Detailed Delivery Plan for Workforce, Athletes, Technical Officials, ITO's, R&J's, IBA Family will be shared with the successful bidder.

** The above quantities are subject to a variation of $\pm 25\%$ to be advised by BFI at least 24 hours prior to the competition day. Billing will be done on Actual Basis.

The broad scope of work of Catering includes:

- The Catering Service Provider has to provide tea / coffee vending machines along with disposable cups, water dispensers, display coolers at all Athletes & Team Official's Lounge.
- The Caterer needs to quote on the basis of the above mentioned menu cycle as per the constituent groups mentioned above (Number of meals is mentioned in the Commercial Sheet).
- The food items should be hygienically prepared with good quality spices and Ghee/Oils as per FSSAI guideline, fit for human consumption and having specified proteins and calories.
- No children below the restricted age group as per the guidelines issued by the competent authorities shall be employed by the contractor.
- The successful Bidder should be committed to save Energy, protect Environment and Health and Safety of personnel involved in providing the services.
- The Catering Service Provider shall have to make arrangements for their own transport, staff and material, equipment, required for the execution of the work. KST and UT staff have to arrange by cater to maintain hygiene condition of food preparation area all the time. The Successful Bidder has to transport consumable food items to different venues from their base kitchen maintaining the food quality and hygiene standards of the food.
- The Catering Service Provider needs to maintain the decorum of the existing structures at the property unless authorized to make changes.
- A periodic daily check will be conducted by the competent authorities for evaluation purpose, to the location where the execution of the assigned work is going on and see the preparation of the Bidder.
- The Caterer is not authorized to waive or release any privilege or other protection of information, confidential, secret, or otherwise, obtained from or on behalf the BFI.
- The Catering Service Provider will also be responsible for providing ice for Sport, Medical and Catering purposes. The requirement will be provided to the caterer 24 hours in advance.
- The food is required to be prepared using ingredients of high quality under hygienic conditions duly complying with the norms laid down under Prevention of Food Adulteration Act and other statutory requirements prescribed by law.
- The food is required to be in Meal Boxes in breakfast, lunch and dinner for workforce in food grade using the highest quality of eco-friendly disposables maintaining correct temperature and highest hygiene standards.
- The caterer is required to ensure that the food supplied is in good condition, fit for consumption during the time period fixed for the supply.

- The food is required to be catered to the LOC Workforce, Volunteers, during the period from 15th March – 26th March 2023 as per the competition schedule.
- The caterer will be responsible to deliver, stock, and replenish the beverages& food items in the display fridges at various lounges, workforce break area and offices in the venue on a regular basis.
- The Caterer needs to submit a quote per pax according to the menu stated. The rates are to be including all taxes and other charges.
- Plan, direct, control and deliver catering services for all customer groups;
- Provide catering services that are consistent with customer and client expectations whilst working within agreed budgets; work in partnership with BFI and contribute to the overall success of the Championship.
- All the Catering staff stationed in the lounges must have experience of handling food and fluent in speaking English language.
- The Successful bidder must provide BFI with a complete staff report from staff check in and supporting information to demonstrate how they arrived at numbers across all areas

IF THE SUCCESSFUL BIDDER/ CONTRACTOR FAILS TO EXECUTE THE PROJECT AS PER THE TERMS AND CONDITIONS OF THE AGREEMENT EXECUTED, A PENALTY AT THE RATE OF MAXIMUM OF 10% OF THE TOTAL CONTRACT VALUE SHALL BE LEVIED ON THE CONTRACTOR, WHICH SHALL BE RECOVERED FROM THE SECURITY DEPOSIT OR FROM THE PAYMENT TO BE MADE TO THE CONTRACTOR AND THE CONTRACT MAY BE TERMINATED AT THE RISK AND COST OF THE CONTRACTOR. HOWEVER, THE DECISION REGARDING THE QUANTUM OF PENALTY SHALL VEST WITH THE IBA WOMEN'S WORLD BOXING CHAMPIONSHIP – 2023.

Annexure-D

*****Note: Below mentioned head count can be increased and decreased.**

BOO

Sl. No.	Item Description	Item Code / Make	Quantity	Units	No. Of Days	Per Unit Cost Inclusive of taxes	TOTAL	Taxes	Grand Total
1	Meal Boxes (LUNCH) as per menu for Workforce & Volunteers,(As per Menu)	1	450	Nos.	12				
2	Meal Boxes (DINNER) as per menu for Workforce & Volunteers(As per Menu)	1	450	Nos.	12				
3	Buffet for VIP as per menu for VIP (including Buffet tables and crockery)	2	300 Approximately	Nos.	11				
4	High Tea Media as per menu for Media (including Buffet tables and crockery)	3	100	Nos.	11				
5	High Tea for ITO'S, R&J'S,IBA Officials(As per Menu)	4	130	Nos.	11				
6	Players & Technical Officials as per Menu	5	450	Nos.	11				
7	Granula Bars/ Protein Bars	6	300	Nos.	11				

8	Water Bottles (500 ML)	8	7000	Nos.	11					
9	Packed Juice(200 ML)	9	300	Nos.	11					
10	Tea/Coffee Vending Machines with Consumables (200 cups per day per machine + Cookies)	10	12	Nos.	11					
11	Water Dispensers (Hot & Cold Options)	11	10	Nos.	11					
12	Water Bottels (20 Lts)	12	12	Nos.	11					
13	Display Fridge	13	12	Nos.	11					
14	Ice Boxes	14	8	Nos.	11					
15	Serving Staff	15	5	Nos.	11					
Total in Figures										