

Ref. No. **01-28/8/2025-HO - Events and Competition**

REQUEST FOR PROPOSAL

FOR

ENGAGEMENT OF AN EVENT MANAGEMENT AGENCY

FOR EVENT DAY OPERATIONS, OVERLAYS &

SPONSORSHIP

OF

KHELO INDIA PARA GAMES, 2025 DELHI

DATE OF RELEASE: 18/02/2025

**SPORTS AUTHORITY OF INDIA (SAI)
1st Floor, SAI, HQ, JLN Stadium, Gate No. 10,
Lodhi Road, New Delhi - 110003**

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ABBREVIATIONS

RFP	Request for Proposal
SAI	Sports Authority of India
EMA	Event Management Agency
LLP	Limited Liability Partnership
CPP	Central Public Procurement
QCBS	Quantity and Cost Based System
LOA	Letter of Award
PSU	Public Sector Unit
MSME	Micro, Small and Medium Enterprises
PBG	Performance Bank Guarantee
INR	Indian National Rupee
FDR	Fixed Deposit Receipt
PCI	Paralympic Committee of India
NSF	National Sports Federation
CM	Competition Manager
CDM	Chef De Mission
SLO	State Liaisoning Officer
BOQ	Bill of Quantities

DISCLAIMER

1. This information contained in this Request for Proposal Document (hereinafter known as “RFP Document”) or subsequently provided to Bidder in documentary form by or on behalf of Sports Authority of India (hereinafter known as “SAI”) or any of their representatives, employees, or advisors (collectively referred to as “Representatives”), is provided to Bidder(s) on the terms and conditions set out in this RFP document and any other terms and conditions subject to which such information is provided.
2. This RFP document is not an agreement and is not an offer or invitation by the Representative(s) to any party other than the entities (“Agency”, “Firm”, “Company”, “Bidder”, “Consultant”, “Service Provider” as may be), who are qualified to submit their proposal (“Bid”). The purpose of this RFP Document is to provide the Bidder with information to assist the formulation of their Proposal. This RFP Document does not purport to contain all the information each Bidder may require. This RFP Document may not be appropriate for all persons, and it is not possible for SAI Representatives to consider the investment objectives, financial situation and needs of each party who reads or uses this RFP Document. Each Bidder should conduct their own investigations and analysis and should check the accuracy, reliability, and completeness of the information in this RFP Documents and wherever necessary, obtain independent advice from appropriate sources.
3. The Representatives make no representation or warranty and shall incur no liability under any law, statute, rules, or regulations as to the accuracy, reliability, or completeness of the RFP Document.
4. The Representatives may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP Document.
5. Bidders shall treat all information provided in this RFP as confidential and shall not disclose or use such information for any purpose other than preparing and submitting their proposal. Unauthorized disclosure of any information may result in disqualification.
6. SAI shall not be liable for any costs, expenses, or losses incurred by any bidder in relation to the preparation, submission, or presentation of the proposal, including any site visits, meetings, or discussions.
7. This RFP does not create, nor shall it be deemed to create, any legal relationship, agency, partnership, joint venture, or employment between SAI and any bidder. Any contractual obligation shall arise only upon the execution of a formal agreement between SAI and the selected agency.
8. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Successful Bidder, as the case may be for the Project and the Authority reserves the right to reject all or any of the BIDDERS or BIDs without assigning any reason whatsoever.
9. The Bidder shall bear all costs associated with or relating to the preparation and submission of its BID including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority, or any other costs incurred in connection with or relating to its BID. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the BID, regardless of the conduct or outcome of the Bidding Process.
10. The Authority also accepts no liability of any nature whether resulting from negligence or otherwise, howsoever caused, arising from reliance of any Bidder upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP. The issue of this RFP does not imply that the Authority is bound to select a Bidder or to appoint the Selected Bidder, as the case may be, for the PMC and the Authority reserves the right to reject all or any of the Bids without assigning any reasons whatsoever.
11. No objections raised by any Bidder(s) or any third party to such changes/modifications/additions/alterations as provided above, whether explicit or implicit, shall be entertained. Any such objection by the Bidder shall make the Bidder’s Bid liable for rejection by the Authority.
12. The Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation for submission

of the Bid, regardless of the conduct or outcome of the Selection Process.

- 13.** The Authority reserves its right to withdraw from the process at any stage of the process and/or modify the process or any part thereof or to vary any terms at any time or stage without assigning any reasons whatsoever. In such an event, no financial obligation of whatsoever nature shall accrue to SAI or any of its respective officers, employees, advisors or agents.
- 14.** This RFP Document is not transferrable.
- 15.** This RFP document supersedes and replaces any previous public documentation & communications, and Bidders should place no reliance on such communications. The Bidders shall bear all its costs associated with or relating to the preparation and submission of Proposal pursuant to this RFP.
- 16.** SAI also accepts 'no liability' of any nature, whether resulting from negligence or otherwise howsoever caused, arising from the reliance of any Bidder upon the statements contained in this RFP.

1. NOTICE INVITING TENDER

Sports Authority of India, (hereafter referred as “SAI”) an autonomous organization established by Ministry of Youth Affairs & Sports, Government of India invites Online Bids from qualified Firms (as per clause 3.2.3 herein below) to associate with SAI as an Event Management Agency for Event Day Operations, Overlays and Sponsorships for Khelo India Para Games, 2025 Delhi. The detailed scope of work and deliverables are mentioned in ANNEXURE ‘I’, Terms of Reference (TOR), of this RFP.

2. BID SCHEDULE & DATA SHEET

Date of Publication	19.02.2025
Bid document download start Date	19.02.2025
Last date and time of submission of queries for Pre-Bid Conference	21.02.2025 till 06:00 PM.
Virtual Pre-Bid Conference	RFP for Engagement of an Event Management Agency for Event Day Operations, Overlays & Sponsorship of Khelo India Para Games, 2025 Delhi Friday, February 21 · 2:00 – 3:30pm Google Meet joining info Video call link: https://meet.google.com/yrz-niia-jdy
Bid submission end date and time	As per CPP Portal
Bid Validity Period	75 Days
Earnest Money Deposit (EMD)/ Bid Security	INR 24,00,000/-
Mode of Submission	Online (CPP Portal)
Opening of Technical Bid date and time	As per CPP Portal
Method of selection	QCBS (70:30)
E-mail for all correspondence	procurement.kheloindia@gmail.com

3. INSTRUCTIONS TO BIDDERS

- 3.1 The Bidders can download this RFP from the Khelo India Website: <https://kheloindia.gov.in>, SAI website: <https://sportsauthorityofindia.nic.in>, and CPP Portal website: <http://eprocure.gov.in/eprocure/app>. Subsequently, bid has to be prepared and submitted ONLINE ONLY as per the Bid Schedule as more particularly specified in Clause 2 of this RFP.
- 3.2 **Definitions and Abbreviations:** The following definitions and abbreviations, which have been used in this

document shall have the meanings as indicated below:

- 3.2.1 Agency”, “Firm”, “Company”, “Bidder”, “Consultant”, “Service Provider”, means any registered entity or person or associations of persons who submit their proposals for providing services in accordance with the RFP.
 - 3.2.2 Applicable Law" means all laws, rules, regulations, and notifications in force and applicable to this RFP and the subsequent contract, including amendments and modifications made from time to time.
 - 3.2.3 “Bid” (including the term ‘tender’, ‘offer’, ‘quotation’, or ‘proposal’ in certain context(s) means an offer-to-offer services in accordance with terms and conditions set out in this RFP
 - 3.2.4 "Bid Security" or "Earnest Money Deposit (EMD)" means the amount deposited by bidders along with their proposal as a security for compliance with the bid process requirements.
 - 3.2.5 “Contract/Agreement” means the written agreement entered between the purchaser and the supplier, together with all the documents mentioned therein and including all attachments, annexure etc. therein.
 - 3.2.6 "Deliverables" means the measurable and verifiable outputs, reports, services, or any other obligation to be provided by the agency under the contract.
 - 3.2.7 "Intellectual Property Rights (IPR)" means all rights related to patents, trademarks, copyrights, trade secrets, and any other form of intellectual property created or used in connection with the services under this contract.
 - 3.2.8 “Licenses & Permits" means all statutory approvals required from local, state, or national authorities, including police permissions, fire safety clearances, municipal permits, Intellectual Property Rights, venue-related compliances, copyrights compliances, etc.
 - 3.2.9 "Liquidated Damages (LD)" means the predetermined compensation payable by the agency to SAI in case of failure to meet contractual obligations, including delays in service delivery.
 - 3.2.10 “Material Breach” refers to a substantial failure to perform a contractual obligation that defeats the purpose of the agreement or causes significant harm to the other party.
 - 3.2.11 “Material Adverse Effect” with respect to a party means a material adverse change in or effect on the business, operations, financial condition, properties or liabilities of the party taken as a whole; provided, however, that a Material Adverse Effect shall not be deemed to include (i) changes as a result of the announcement of this transaction, (ii) events or conditions arising from changes in general business or economic conditions or (iii) changes in generally accepted accounting principles.
 - 3.2.12 “Notification of Award” or “NOA” means the letter issued by SAI to the Successful Bidder to undertake and execute the project in conformity with the terms and conditions set forth in the RFP and any subsequent amendments thereof.
 - 3.2.13 “Overlays" means temporary infrastructure, facilities, branding, and equipment required for the successful execution of the event.
 - 3.2.14 “Party” means the Client or the Bidder, as the case may be, and “Parties” means both of them.
 - 3.2.15 “Performance Security” means monetary or financial guarantee to be furnished by the successful bidder for due performance of the contract placed on it. Performance Security is also known as Interest free Security Deposit.
 - 3.2.16 “Purchaser” means the organization purchasing services as incorporated in this document, i.e., Sports Authority of India (SAI).
 - 3.2.17 “RFP” means Request for Proposal issued by Sports Authority of India for the purpose as mentioned in this document.
 - 3.2.18 “Services” means services as mentioned in this document and other such obligations of the supplier covered under the contract.
 - 3.2.19 "Sponsorship Rights" means the commercial rights granted to sponsors, including branding, promotions, and other entitlements as per the terms specified in the RFP.
 - 3.2.20 “Successful Bidder" means the bidder whose proposal has been accepted by SAI and who has been awarded the contract pursuant to this RFP.
 - 3.2.21 “Terms of Reference” (TOR) means the document included in the RFP which explains the scope of work, activities, and tasks to be performed.
- 3.3 The Bidders participating for the first time for e-Tenders on the CPP portal will have to complete Online Registration Process on the CPP portal as mentioned in Annexure II. This section also mentions guidelines for submission of bids.

3.4 Due Diligence by the Bidders:

- a. Bidders may before submitting their Proposals, examine the requirements at their own expense and obtain and ascertain for themselves, at their responsibility and other information necessary for preparing their Proposals.
- b. Bidders shall be deemed to have full knowledge of the requirements of the work. SAI will not accept any responsibility or liability for any errors, omissions, inaccuracies, or errors of judgment concerning information or materials provided by SAI in this RFP Document or otherwise, with respect to this Project. Although such information and materials are to the best of the SAI's belief, however, their verification is the sole responsibility of Bidder.
- c. Neither SAI, nor their employees make any representation or warranty as to the accuracy, reliability or completeness of the information provided nor will have any liability to any bidder which may arise from or be incurred or suffered in connection with anything contained in this RFP and the award of the work or otherwise arising in any way from the selection process.

4. LANGUAGE OF BID

The Bid submitted by the Bidder and all subsequent correspondence and documents relating to the Bid exchanged between the Bidder and SAI, shall be written in the English language. However, the language of any printed literature furnished by the Bidder in connection with its Bid may be written in any other language provided the same is accompanied by an English translation and, for purpose of interpretation of the Bid, the English translation shall prevail.

5. DOCUMENTS TO BE SUBMITTED

All the documents are to be mandatorily uploaded online as per the instruction for online bid submission detailed in this RFP document as detailed in **Annexure III- 'Documents to be Submitted'**

6. ELIGIBILITY CRITERIA

- 6.1 Each Bidder should qualify against all the pre-qualification / eligibility criteria as detailed in Clause 1 of **Annexure IV – Eligibility & Evaluation Criteria.**
- 6.2 Bids of the Bidders, who do not meet the required Qualification / Eligibility Criteria mentioned in this RFP document shall be treated as non-responsive and their bid will not be considered for further technical evaluation process.

7. RFP PROCESS

- 7.1 RFP issued by SAI constitutes a request for Bids from eligible Bidders (as determined in accordance with the eligibility criteria as per Clause 6 above) to be selected as the Event Management Agency (after evaluation of eligible bidders), subject to the terms of this RFP, Tender Documents, and the Service Agreement.
- 7.2 This RFP is no more than a request for proposal, and it does not and is not intended to constitute a contract or a grant of any rights or licenses, or an offer which is capable of acceptance by any Bidder or any other person. The grant of any rights or formation of any contractual relationship shall be conditional upon acceptance by SAI of the Bidder's Bid and the execution of the Service Agreement by both SAI and the Successful Bidder.
- 7.3 This RFP is only illustrative in nature and all narrations are intended to be used by the Bidder as preliminary background information. This RFP does not necessarily contain all the relevant information in relation to the Bid process and SAI reserves the right to withdraw the RFP and/ or add, amend, review the requirements or information contained in this RFP at any time prior to the submission of the Bid.

- 7.4 Upon selection of a Bidder by SAI, the Successful Bidder shall enter into a detailed contract / agreement (“Service Agreement”) incorporating the provisions of this RFP document and the successful Bid.

8. BID VALIDITY

- 8.1 The Bid shall remain valid for acceptance for a period of 75 days (Seventy-Five days) days after the date of Bid opening prescribed in the Bidding Document. Any Bid valid for a shorter period shall be treated as unresponsive and rejected. On completion of the validity period, if the contract is not finalized, SAI reserves the right to request for extension of bid validity without changes in any terms and conditions of the RFP.
- 8.2 In exceptional cases, the Bidders may be requested by SAI to extend the validity of their Bids up to a specified period. The Bidders, who agree to extend the Bid Validity, are to extend the same without any change or modification of their original bid.
- 8.3 In case the day up to which the Bids are to remain valid falls on or subsequent declared a holiday or closed day for SAI, the Bid Validity shall automatically be extended up to the next working day (Working day means the day when the office opens after the holiday for routine work).

9. BID PRICES

- 9.1 The Bidder providing services shall quote only in Indian National Rupee.
- 9.2 The Bidder shall indicate in the Price Schedule provided on CPP Portal all the specified components of prices shown therein. All the columns shown in the price schedule should be filled in as required.
- 9.3 If any firm quotes NIL charges / consideration, the bid shall be summarily treated as unresponsive and will not be considered.
- 9.4 Firm Price: The prices quoted by the Bidder/finalized by the authority shall remain firm and fixed during the currency of the Contract and will not be subject to variation on any account.

10. EARNEST MONEY DEPOSIT

- 10.1 The Bidder shall furnish Bid Security for an amount as shown in the Clause 2 of the RFP. The Bid Security is required to protect the SAI against the risk of the bidder’s unwarranted conduct. Non- submission of Bid Security will be considered as major deviation and bid will not be considered. All bidders are required to pay Bid Security Fee as per the details mentioned in the data sheet. MSME exemption shall be given, provided they are registered with the Central Purchase Organization or the concerned ministry or department.
- 10.2 In case, as per notification of Government of India, the bidder falls in the category of exemption of Bid Security, it should furnish the relevant notification along with required documents like valid Registration Certificate etc.
- 10.3 The Bidder seeking EMD Exemption, must submit the valid supporting document for the relevant category as along with the bid. Under MSE category, only manufacturers for Goods and Service Providers for Services are eligible for exemption from EMD. Traders / Resellers / Distributors / authorized agents will not be considered for availing benefits under Public Purchase Policy 2012 for MSEs.
- 10.4 The Bid Security shall be furnished in one of the following forms:
- a. Account Payee Demand Draft
 - b. Fixed Deposit Receipt
 - c. Banker’s cheque / Pay Order
 - d. Bank Guarantee from any of the commercial banks (as per the format at Annexure – V)
 - e. **NEFT transfer to “SECRETARY, SAI (KHELO INDIA)
Union Bank of India, Account No: 108510100032325, IFSC Code. UBIN0810851.
(The Bidder has to upload challan / proof along with Bid in CPP portal)**

- f. Valid Insurance Surety Bonds
- g. E-Bank Guarantee
- 10.5 The Demand Draft, Fixed Deposit Receipt, Banker's Cheque, Insurance Surety Bonds or Bank Guarantee shall be drawn on any Commercial Bank in India, in favour of the "Secretary, SAI (KheloIndia)", payable at New Delhi. In case of Bank Guarantee, the same is to be obtained from any commercial bank in India as per the format specified under Annexure V of the Bid Document.
- 10.6 Bid securities of unsuccessful bidders during first stage i.e. technical evaluation will be returned within 30 days of declaration of result of first stage i.e. technical evaluation. Bid securities of unsuccessful bidders during second stage i.e. financial evaluation will be returned within 30 days of award of contract. The Bid Security of successful Bidders will be returned without any interest, after receipt of Performance Security from that Bidder.
- 10.7 The Bid Security shall be valid for a period of forty-five (45) days beyond the validity period of the bid. The Bid Security shall be valid for 120 (75 + 45) days from the date of opening of the Technical Bid.
- 10.8 Earnest Money is required to protect the SAI against the risk of the bidder's conduct, which would warrant the forfeiture of the EMD. Earnest money of a bidder will be forfeited, if the bidder withdraws or amends its tender or impairs or derogates from the tender in any respect within the period of validity of its tender or if it comes to notice that the information/documents furnished in its tender is incorrect, false, misleading or forged without prejudice to other rights of the purchaser. The successful bidder's earnest money will be forfeited without prejudice to other rights of Purchaser if it fails to furnish the required performance security within the specified period.
- 10.9 Bid Security of a bidder will be forfeited, if the bidder withdraws or amends its bid or impairs or derogates from the bid or is breach of any condition of the tender documents in any respect within the period of validity of its bid without prejudice to other rights of the Purchaser. Further, if successful bidder fails to furnish the required Performance Security and sign the contract / agreement within the period as specified by SAI in the Letter of Intent/ Notification of Award (NoA), its Bid Security/EMD will be forfeited.

11. BIDDERS QUERIES AND RESPONSES THERETO

- 11.1 All enquiries from the Bidders relating to this RFP must be submitted exclusively to the contact person on the email id: procurement.kheloindia@gmail.com. The queries should necessarily be submitted on or before scheduled date and time mentioned in the following format:

To, Sports Authority of India			
BIDDER'S REQUEST FOR CLARIFICATION			
Name of Organization submitting request		Name & position of person submitting request	Full formal address of the organization including phone and email points of contact.
			Tel:
			Email:
S. No	Bidding Document Reference(s) (Clause number/page)	Content of RFP requiring clarification	Points of Clarification required.
1			
2			

- 11.2 A Bidder requiring any clarification or elucidation on any issue of the Bidding Documents may take up the same with SAI in writing. SAI will respond in writing to such request in pre-bid conferences as per the bid schedule. All enquiries should be sent to SAI through email only. SAI shall not be responsible for ensuring that Bidder's enquiries have been received by them. SAI will endeavour to provide a complete, accurate, and timely response to all questions to all the Bidders. However, SAI makes no representation or warranty as to the completeness or accuracy of any response, nor does SAI undertake to answer all the queries that have been posed by the Bidders. All responses given by SAI will be distributed/mailed to all the Bidders or posted on the online portal/website. Bidder should regularly visit the portal for any updates/corrigendum.
- 11.3 SAI will host a Pre-Bid Conference (virtual), scheduled as per the details in the Bid Schedule. The bidder or its authorized representatives may attend the pre-bid conference at their own cost. The purpose of the conference is to provide Bidders with information regarding the RFP and discuss bidder's queries, together with proposed solutions. SAI shall provide each Bidder with an opportunity to seek clarifications regarding any aspect of the RFP during the pre-bid conference. The link shall be provided to the Bidders one hour prior to the scheduled meet.
- 11.4 Within reasonable time period from the Pre-Bid Conference, SAI will issue responses to all of the bidders' written queries, together with any other revised documents (if required).
- 11.5 Amendments to the Bidding Document:
- At any point of time, prior to the deadline for submission of Bids, SAI may, for any reason deemed fit by it, modify the Bidding Documents by issuing suitable amendment(s) to it. Prospective bidders are advised to check the same before submission of bids.
 - Such an amendment will be uploaded on Khelo India Website: <https://kheloindia.gov.in>, SAI Website: <https://sportsauthorityofindia.nic.in>, and CPP Portal of Government of India: www.eprocure.gov.in. Bidders are, therefore, advised to refer to Khelo India Website, SAI Website and CPP Portal before submitting bids.

12. SUBMISSION OF BIDS

- 12.1 Bids to be submitted online as per instructions mentioned in Clause 3 above.
- 12.2 SAI will open (online) the Bids at the specified date & time and at the specified place as indicated in the Bid Schedule.
- 12.3 In case the specified date of Bid opening falls on or is subsequently declared a holiday or closed day for SAI, the Bids will be opened at the appointed time on the next working day. (Working day means the day when the office opens after the holiday for routine work).
- 12.4 Authorized representatives of the Bidders, who have submitted Bids on time may attend the bid opening provided they have their Letters of Authority from the corresponding Bidders and acknowledgement letter of bid submission at CPP Portal website: www.eprocure.gov.in.
- 12.5 The bid is to be opened at the prescribed time and date as indicated in RFP Bid schedule. During the Technical Bid opening, the Bid opening official(s) will read the Salient Features of the Bids like brief description of the services offered and any other special features of the Bids, as deemed fit by the Bid opening official(s).
- 12.6 Financial bids of the technically qualified Bidders shall be opened online at the date, time and as intimated later on CPP portal website <https://eprocure.gov.in>. The authorized signatories/ representatives of such Bidders who wish to attend the financial bid opening may please do so by showing their bid acknowledgement slip.
- 12.7 Late Bid: Bids received after the specified date and time of receipt of the Bid as mentioned in the Bid schedule mentioned in Clause 2 of the RFP shall not be considered.
- 12.8 The Bidders are required to upload the documents as per Documents to be submitted in **Clause 5** of this RFP.
- 12.9 Bidders shall submit 'Online Bid' only in PDF/Scanned copy in PDF format. Hard Copy of Bid documents will not be accepted.
- 12.10 The Bids submitted must be without any overwriting, interlineations, corrections, double typing, etc.
- 12.11 Bidder must ensure that the Technical Bid soft copies do not contain any Commercial items prices.
- 12.12 All terms and conditions in the bid document shall stand freeze on the date of opening of the bid.
- 12.13 The proof of work orders for claim of relevant experience should be dated on or after the date of

- registration of the firm/ company/LLP etc.
- 12.14 Each page of the bid document submitted by bidder shall be signed sealed by the bidder or its authorized signatory.

13. SCRUTINY OF BIDS

The SAI will examine the Bids to determine whether they are complete, whether the documents have been properly signed, stamped and whether the Bids are generally in order. SAI will determine the responsiveness of each Tender to the TE (Tender Enquiry) Document without recourse to extrinsic evidence.

- 13.1 Rejection of Technical Bids – In addition to any other reason stipulated in this RFP document, technical Bids may be rejected under any of the following circumstances:
- Incomplete bids that do not quote for the complete scope of work as indicated in the Bid-related documents, addendum (if any) and any subsequent information given to the Bidder.
 - Information that is found to be incorrect / misleading at any stage during the tendering process.
 - Incomplete Bids.
 - Inclusion of Financial / Price Bid details in a technical Bid, or technical Bids that reveal quotations, in any form
 - Non-fulfilment of the eligibility criteria or minimum required score in evaluation criteria set out in this RFP document, by the bidder.
 - Any Bid that does not comply with the conditions laid down by SAI.
 - Any other reasons deemed fit by SAI.
- 13.2 Rejection of Financial / Price Bids -In addition to any other reasons stipulated in this RFP, financial / price Bids may be rejected under any of the following circumstances:
- i. Incomplete bids that do not set out the Service Fee for the complete Scope of Work as indicated in the bidding documents, addendum (if any) and any subsequent information given to the Bidder.
 - ii. Financial / Price Bids made through Tele fax/Telegraphic/Fax/E-mail/by post.
 - iii. Bids which do not confirm unconditional validity of the bid for 75 days from date of opening of bid.
 - iv. Bids which do not conform to SAI bid format.
 - v. Bids in respect to which the bidder does not accept SAI rectification of clerical / arithmetic discrepancies in the financial / price bid, if any.
 - vi. Any Financial / Price Bid that does not comply with the conditions laid down by SAI
- 13.3 Other Reasons for Rejection of Bid – In addition to any other reason stipulated in this RFP document, Bids maybe rejected under any of the following circumstances:
- a. Bids in which the Bidder seeks to influence the SAI bid evaluation, bid comparison, or contract award decisions.
 - b. In view of two bid systems, SAI may first open technical bids. If the same is not complete andlacking with respect to any requirement(s), the same would be rejected straightaway & without opening the Financial/Price bid
- 13.4 Minor infirmity / irregularity / non-conformity**
If during the preliminary examination, the SAI finds any minor infirmity and/ or irregularity and/ or non-conformity in a tender, the SAI may reject or may convey its observation on such ‘minor’ issues to the bidder by registered / speed post etc. asking the bidder to response by a specified date. If the bidder does not reply by the specified date or gives evasive reply without clarifying the point at issue in clear terms, that tender will be liable to be ignored.
- 13.5 Discrepancies in Prices
- 13.5.1 Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted figures will be entertained after the submission of the Bid.
- 13.5.2 If, in the price structure quoted by a bidder, there is discrepancy between the unit price and the total price (which is obtained by multiplying the unit price by the quantity), the unit prices shall prevail and the total price corrected accordingly, unless the SAI feels that the bidder has made a mistake in placing the decimal point in the unit price, in which case the total price as quoted shall prevail over the unit price and the unit price corrected accordingly.
- 13.5.3 If there is an error in a total price, which has been worked out through addition and/or subtraction of

- subtotals, the subtotals shall prevail and the total corrected, and
- 13.5.4 If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail.
- 13.5.5 If, as per the judgment of the SAI, there is any such arithmetical discrepancy in a tender, the same will be suitably conveyed to the bidder by registered/speed post. If the bidder does not agree to the observation of the SAI, the tender is liable to be ignored.
- 13.5.6 Arithmetic errors in proposals will be corrected as follows: In case of discrepancy between the amounts mentioned in figures and in words, the amount in words shall govern. The amount stated in the proposal form, adjusted in accordance with the above procedure, shall be considered as binding, unless it causes the overall proposal price to rise, in which case the proposal price shall govern.

14. EVALUATION CRITERIA

- 14.1 The Bids of bidders meeting the eligibility criteria at clause 6 (eligibility criteria) above, will be evaluated based on the QCBS method as mentioned in GFR 2017 (192) and the evaluation criteria mentioned in Clause 2 of **Annexure IV- Eligibility & Evaluation Criteria**.
- 14.2 Overall weightage of **70% for Technical Bid and 30% for Financial Bid** shall be considered while calculating final score.
- 14.3 The Bid of the Bidder who gets the highest marks shall get the maximum weightage in Technical Evaluation, i.e., if the highest marks given to a bidder are 70, then the bids of the other Bidders shall be granted weights in proportion to the Bid of the highest Bidder.
- 14.4 A Bidder must get a minimum of 70 marks (out of 100 marks) in the Technical Evaluation for opening of Financial / Price bid.
- 14.5 The Bid of the Bidder who submits the lowest Financial / Price bid shall get the maximum weightage (30 marks) and the bids of the other Bidders shall be granted weights in proportion to the Bid of the highest bidder.
- 14.6 The Bid of the Bidder, who obtains the highest total score (Ts) across the technical bid and the Financial / Price bid, will be rated as the 'Best Bid' and will be declared as the successful Bidder. Ts will be calculated as defined below:

$$Ts = (St/St\ high) *70 + (Sf\ low /Sf) *30$$

Where,

- St: The total Technical Score awarded to the Bid
- St high: The Technical Score achieved by the Bid that was scored best among all responsive bids
- Sf: Evaluated / Quoted Bid Price
- Sf low: The lowest of all Evaluated Bid Prices among responsive Bids

- 14.7 In the event that one or more Bidders have the same Ts value, the Bid with the lowest quoted price will be treated as "Best Bid". In case of further tie, the bidder with highest technical score (St) will be rated as the 'Best Bid'. Further, in the event that the bidders are still maintaining a tie, the bid from the bidder with the highest average turnover in the last 03 financial years ending March-2024, will be rated as the 'Best Bid'.
- 14.8 Supporting documents for bid evaluation shall also be verified during presentation. The bidders are advised to make their presentation strictly according to the evaluation criteria based on the credentials submitted above.
- 14.9 Net Amount Payable will be calculated by subtracting Amount Raised from Sponsors from the Total Bid.
- 14.10 Bidder will have to specify the names of the sponsors which have been onboarded, category for which they have been onboarded and the amount raised from each sponsor.
- 14.11 However, in case of minor deviation and/or minor irregularity and / or minor non-conformity in the Bid (as defined in 7.3.4 of Manual for Procurement of Goods / Services 2017 issued by Department of Expenditure), SAI may waive the same. If a Bid is not Substantially Responsive, it will be rejected by SAI.

15. DECLARATION OF SUCCESSFUL BIDDER

- 15.1 Prior to the expiration of the validity period for the Bid, SAI will notify the successful Bidder in writing by Notification of Award that its Bid has been accepted. SAI will also send to the successful Bidder, a draft of the Service Agreement, along with the afore-mentioned notification. The successful Bidder and SAI shall discuss and enter into a mutually agreeable final written form of the Service Agreement and each party shall retain one original of the signed Service Agreement. It is clarified that the Service Agreement will incorporate the provisions and principles of the RFP and the Bid submitted by the successful Bidder and shall not have terms and conditions more onerous on the Successful Bidder than those contained in the RFP.
- 15.2 The failure of SAI and the successful Bidder to agree to the terms and conditions of the Service Agreement shall constitute sufficient grounds for the annulment of the successful Bid, following which SAI may, in its sole discretion, either declare the next best Bid submitted in response to the RFP notice as the successful Bidder or call for fresh proposals.
- 15.3 Upon the successful signing of the Service Agreement by the Bidder and SAI, and the Successful Bidder furnishing the Performance Security, SAI will promptly notify the name of the winning Bidder to each unsuccessful Bidder and refund their respective Earnest Money Deposits.
- 15.4 Term of the Service Agreement: The Service Agreement shall commence on the date of its execution and shall be valid up to the conclusion of the Term.

16. PERFORMANCE SECURITY

- 16.1 In order to ensure the due performance of the awarded contract, the Successful Bidder shall, within 14 (Fourteen) days of entering into the Service Agreement with SAI, furnish an irrevocable bank guarantee for an amount of 3% of the accepted value of the contract (“Performance Security”) failing which an amount of 0.1% penalty per day of the contracted amount will be levied on the Bidder. Penalty is for specified period not exceeding further seven days and in case failure continues, the contract may be terminated by SAI and the bidder will be debarred from bidding for SAI /SAI RFPs in future for a period of at least two years.
- 16.2 The Performance Security in the form of Bank Guarantee or other valid formats like Fixed Deposit / Demand Draft / Valid Insurance Surety Bonds / NEFT Transfer / e-PBG shall be drawn from any Commercial Bank drawn in the favour of below account details, payable at New Delhi and is to be deposited in the office at Sports Authority of India (SAI), Gate No 10, JLN Stadium, New Delhi, 110003 and/or intimated to the office through mail.

SECRETARY, SAI (KHELO INDIA)

Union Bank of India

Account No: 108510100032325

IFSC No. UBIN0810851

The format for performance security of submitted in form Bank Guarantee is attached at **Annexure VI**.

- 16.3 The Performance Security shall be valid for a period of **60 (Sixty) days** from the date of expiry of all contractual obligations. The Performance Guarantee shall be revalidated and replenished immediately upon invocation by SAI. It may require revalidation from time to time as the case maybe.
- 16.4 All incidental charges whatsoever such as premium and commission with respect to the Performance Security shall be borne by the Successful Bidder. No interest will be payable on the Performance Security by SAI.
- 16.5 In the event of any failure/any breach or violation on the part of the Successful Bidder, which is not cured within reasonable time from receiving a written notice of such failure from SAI, to comply with the requirements of the scope of work specified in this RFP, shall constitute sufficient grounds and entitlement for the enforcement of the Performance Security by SAI.

17. OTHER TERMS AND CONDITIONS OF THE BID

- 17.1 All information / details submitted to SAI shall be supported by documentary proof duly certified by the authorized signatory of the Bidder.
- 17.2 Save as expressly authorized by SAI in writing, the Successful Bidder shall not, without the prior express approval of SAI, incur any liabilities on behalf of SAI, pledge the credit of SAI or make any representations or give any warranty on behalf of SAI.
- 17.3 The mere submission of Bids in response to this RFP by a Bidder, or the rejection thereof by SAI, in its absolute discretion, shall not itself constitute any relationship, legal or otherwise, between SAI and the Bidder or give rise to or be deemed to give rise to any cause or grievance to the Bidder against SAI and further shall not for any reason or in any manner confer on the Bidder any right or entitlement to raise any claim regarding any term or condition contained herein nor in respect of any act or omission or decision taken by SAI.
- 17.4 The Bidder must strictly comply with all terms and conditions herein. SAI reserves the right to call upon any or all the Bidders to satisfy SAI regarding the correctness and genuineness of any document submitted or information furnished by the Bidder or may call for any additional documents / information from the Bidders to verify the information provided by the Bidder or may further seek any clarification or elaboration from the Bidder at any time prior to the finalization of the Bid. However, this shall not be construed to confer any kind of right or entitlement on the Bidder to submit any additional document / information after the submission of its Bid. Further, SAI may call upon any or all the Bidders to make a presentation to SAI in respect of the capabilities represented by the Bidder at any time prior to the finalization of the Bid. Any Bidder who refuses to or otherwise neglects to make such presentation to SAI shall not be considered for any further evaluation and shall stand immediately disqualified.
- 17.5 The quality of services anticipated to be provided by the Bidder (to be determined primarily on the basis of the documents/information provided by the Bidder) shall be material criteria for awarding the contract.
- 17.6 Privileges: The following privileges shall be extended to the Successful Bidder:
- Performance certificate to be issued by SAI to the Successful Bidder upon the satisfactory discharge of its services in respect of each Phase of the project.
 - Successful completion certificate to be issued by SAI after completion of contract to the satisfaction of SAI.
- 17.7 Governing Law and Jurisdiction: The RFP and the relationship between the Bidder and SAI shall be interpreted in accordance with the laws of India. The Courts of Delhi shall have exclusive jurisdiction over any dispute arising in relation to the RFP and/or the relationship between the Bidder and SAI.
- 17.8 It will be the responsibility of each Bidder to fully acquaint itself with all operational and legal conditions and factors which may have any effect on the execution of the awarded contract as described in the RFP. SAI shall not entertain any request for clarification from the Bidder in relation to such operational or legal conditions. Further, no financial adjustments to the Bids shall be made subsequent to the submission of the Bid on any account whatsoever, including on account of the failure of the Bidder to apprise itself of any legal or local operational conditions / factors. The Bidder cannot be taken over/bought over by another company during the contract phase. SAI may, at any time, immediately terminate the contract by giving written notice to the successful Bidder without any compensation or liability, if the Bidder commits any breach of contract, has misrepresented, or becomes bankrupt or otherwise insolvent, and/or SAI is not satisfied with the work of the Bidder provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to SAI.
- However, in the event SAI, wishes to terminate for convenience, it shall serve a notice period of 30 days to the Bidder, without any cost and/or liability.
- 17.9 The bidder has to ensure proper deployment of resources at site during all phases.
- 17.10 It will be responsibility of the bidder to ensure and verify the educational qualifications and experience of the resources deployed in SAI.
- 17.11 The bidder shall be responsible for ensuring timely payment to the resources deployed in the project and complying to all laws of the land including statutory liabilities. While doing the same EMA shall be required to adhere to statutory requirements as per the labour laws & abide by the Minimum Wages Act and other related laws, failing which, necessary action will be initiated against the EMA. However, the prices quoted by the Bidder shall remain firm and fixed during the currency of the Contract and will not be subject to variation on any account.
- 17.12 The bidder has to deploy the initially requested team within 15 days of the issue of notification of award

(NoA) and additional resource as requested by SAI anytime during the currency of the contract within 30 days of the letter of request.

17.13 The contract shall be valid for a period of 120 days from the date of signing.

18. LIQUIDATED DAMAGES AND PENALTY

18.1 The Agency hereby agrees that due to negligence of act of the Agency, if the “Employer” suffers losses, damages the quantification of which may be difficult, and hence the amount specified hereunder shall be construed as reasonable estimate of the damages and Agency agrees to pay such liquidated damages, as defined hereunder as per the provisions of this Contract.

18.2 The amount of liquidated damages under this Contract shall not exceed 10% of the total value of the contract as specified in **Annexure- VII**.

18.3 The liquidated damages shall also be applicable under following circumstances:

- If the deliverables are not submitted as per schedule or Agency does not follow the approved script by SAI, the Agency shall be liable to pay 1% of the total cost of the services for delay of each week or part thereof.
- If the deliverables are not acceptable to the Employer and defects are not rectified to the satisfaction of the Employer, the Agency shall be liable for Liquidated Damages for an amount equal to 10% of total cost of the services for every week or part thereof for the delay.
- If the deliverables are not meeting the authority expectations as per the workplan or the technical presentation which may result in deduction over and above 10% of the services.

18.4 No Penalty will be imposed on SAI for delay attributable to it and no Penalty will be imposed on either party for reasons which fall within the ambit of Force Majeure as per Clause 24 of this RFP.

18.5 Notwithstanding anything to the contrary in this Agreement, in no event shall either Party be liable, whether in contract or in tort or otherwise for special, punitive, indirect or consequential damages, including but not limited to, loss of profits or revenue arising under or in connection with this Agreement.

18.6 SAI will make payments after necessary deductions of penalty (if any).

18.7 For delay in service deliverables reasons not pertaining to selected bidder, SAI shall take decision on extension of such timelines and levy of penalty. However, in the event SAI considers extension, the same shall be without any additional compensation/liability, or cost implication to SAI on any grounds whatsoever.

19. GENERAL TERMS AND CONDITIONS

19.1 Any default or breach in discharging obligations under this RFP by the selected Bidder while rendering services to SAI, shall invite all or any actions / sanctions, as the case maybe. The decision of SAI arrived at as above will be final and no representation of any kind will be entertained on the above. Any attempt by any bidder to put pressure of any kind, may disqualify the bidder for the present RFP and the bidder may also be liable to be debarred from bidding for SAI /SAI RFPs in future for a period of at least three years.

19.2 SAI reserves the right to modify and amend any of the stipulated condition/criterion given in this RFP, depending upon project priorities vis-à-vis urgent commitments.

19.3 SAI also reserves the right to accept/reject a bid, to cancel/abort RFP process and/or reject all bids at any time prior to award of work without thereby incurring any liability to the affected agencies on the grounds of such action taken by SAI.

19.4 SAI may not award any work to any bidder at its own discretion without assigning any reason thereof.

19.5 Any default by the bidders in respect of RFP terms & conditions will lead to rejection of the bid.

19.6 The decision of SAI arrived during the various stages of the evaluation of the bids is final & binding on all bidders. Any representation towards these shall not be entertained by SAI. Reasons for rejecting a bid will be disclosed only when an enquiry is made by the concerned bidder.

19.7 In case the bidder is found in-breach of any condition(s) of RFP at any stage during the course of project deployment period, the legal action as per rules/laws will be taken.

- 19.8 Any attempt by bidder to bring pressure towards SAI's decision making process, such Bidder shall be disqualified for participation in the present RFP and those Bidders may be liable to be debarred from bidding for SAI /SAI RFPs in future for a period of at least three years.
- 19.9 Printed/written conditions mentioned in the RFP bids submitted by Bidder will disqualify them and will not be binding on SAI.
- 19.10 Upon verification, evaluation/assessment, if in case any information furnished by the Agency is found to be false/incorrect, their total bid shall be summarily rejected and no correspondence on the same, shall be entertained. SAI will not be responsible for any misinterpretation or wrong assumption by the Agency, while responding to this RFP.
- 19.11 Only those bidders, who satisfy the eligibility requirements and accept the terms and conditions of this RFP document, shall be short-listed for further evaluation.
- 19.12 It is urged through this RFP that misrepresentation of facts shall be dealt with seriously and may lead to debarment from bidding for SAI /SAI RFPs in future for a period of at least three years.
- 19.13 Bidders are requested to share information which is true and based on some tangible proofs.

20. PATENT, COPYRIGHT & INTELLECTUAL PROPERTY RIGHTS

- 20.1 Intellectual Property Rights for any software property and documents (including source codes, databases, documents, training manuals, course content etc.), if developed exclusively for this project shall lie with the SAI in perpetuity for all purposes. The Intellectual Property Rights of all the software code, data, algorithms, documentation, manuals, etc. Generated as a part of implementation of this project shall solely vest with the SAI.
- 20.2 The Bidder shall ensure that there is no infringement of any Intellectual Property Rights (IPR) of third parties. However, if a third-party claims that a product delivered by the Bidder/ to SAI infringes that party's patent or copyright/IPR's in any form, the Bidder shall keep SAI fully indemnified in this regard and shall defend SAI against that claim at the Bidder's/ expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Bidder.
- 20.3 The Bidder agrees and acknowledges that all Intellectual Property Rights of work created by the Bidder in pursuance to this RFP/Tender Documents shall stand vested in favour of SAI for all purposes.

21. REPRESENTATIONS AND WARRANTIES

- 21.1 SAI, along with its employees, representatives, advisers, make no representation or warranty and shall have no liability to any person including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.
- 21.2 SAI may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.
- 21.3 The Bidder declares that all the information provided are truthful information without concealment of any facts. In case, at any stage, it is found that any information given by the Bidder is false / incorrect / concealed, then SAI shall have the absolute right to take any action as deemed fit including but not limited to dropping the Bidder from consideration for award of work and/or debarment/blacklisting etc. without incurring any liability to the affected bidder(s) on the ground of SAI/MYAS's action.
- 21.4 The Bidder declares that no effort has been used by the Bidder to influence the Bid comparison / evaluation / work award decision by way of overt / covert canvassing. Such an effort shall result in non-consideration / rejection of its Bid.

22. INDEMNIFICATIONS AND LIABILITIES

- 22.1 The bidder shall fully indemnify, hold harmless and defend MYAS/ SAI and its Officers/Employees/Agents/Stockholders/Affiliates from and against all claims, demands, actions, suits, damages, liabilities, losses, settlements, judgments, costs, and expenses (including but not limited to reasonable attorney's fees and costs), whether or not involving a third-party claim including claims for infringement of Intellectual Property Rights, which arise out of or relate to:
- any breach of any representation or warranty of the bidder contained in the RFP,
 - any breach or violation of any covenant or other obligation or duty of the bidder under this RFP.SAI accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Bidder upon the statements contained in this RFP.
- 22.2 SAI reserves the right to accept or reject any or all proposal (s) or to annul the RFP process in to andreject all proposals at any time prior to award of contract without assigning any reason whatsoeverand without thereby incurring any liability to the affected bidder (s) on the ground of SAI's action.
- 22.3 The Bidder shall bear all its costs associated with or relating to the preparation and submission ofits Bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by SAI or any other costs incurredin connection with or relating to its Bids. All such costs and expenses will remain with the Bidder and SAI shall not be liable in any manner whatsoever for the same or for any other costs or otherexpenses incurred by the Bidder in preparation or submission of the Bids, regardless of the conductor outcome of the Selection Process.
- 22.4 The Successful Bidder shall at all times indemnify and keep indemnified SAI against all claims/thirdparty claims/damages etc. for any infringement of Intellectual Property Rights (IPRs) while providingits services under the Project.
- 22.5 The Successful Bidder shall at all times indemnify and keep indemnified SAI against any claims in respect of any damages or compensation payable in consequences of any accident, demise, or injury sustained or suffered by its (the Successful Bidder's) employees or agents or by any other third Party resulting from or by any action, omission or operation conducted by or on behalf of the Successful Bidder.
- 22.6 The Successful Bidder shall at all times indemnify and keep indemnified SAI against and any claimsby Employees in respect of wages, salaries, remuneration, compensation, or the like.
- 22.7 All claims regarding indemnity shall survive the termination or expiry of the Contract.

23. TERMINATION

- 23.1 SAI may terminate the Service Agreement by serving written notice of 30 days:
- In case the Successful Bidder is in direct breach of contractual terms and conditions and in the performance of its contractual obligations.
 - In the event services of the Bidder are not satisfactory or up to the mark.
 - If the Bidder/Successful Bidder becomes insolvent or goes into liquidation or receivership, whether compulsory or voluntary, and which has substantial bearing on providing services under the Service Agreement.
 - If the Successful Bidder fails to comply with any final decision reached as a result of arbitration proceedings
 - If the Successful Bidder is determined to have engaged in corrupt or fraudulent practices in competing for or in executing the Service Agreement.
 - If the Successful Bidder submits to SAI a false, misleading or fraudulent statement which has a material effect on therights, obligations, or interests of SAI.
 - Any other reason as deemed fit by SAI
- 23.2 The Successful Bidder may terminate the Agreement, by serving a 60-day written notice to SAI, ifthey reasonably determine and submit that they can no longer provide the Services in accordancewith applicable law or professional obligations and in such scenarios, SAI reserves the right to forfeitthe Performance Security after due evaluation of the reason cited by the Successful Bidder.

24. FORCE MAJEURE

- 24.1 For purposes of this Clause, “Force Majeure” means an event beyond the control of the Successful bidder and not involving the Successful bidder’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts done in sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, pandemics quarantine restrictions lockdowns and freight embargoes. The Successful Bidder shall not be liable for imposition of any such sanction so long the delay and/or failure of the Successful Bidder in fulfilling its obligations under the contract is the result of an event of Force Majeure.
- 24.2 If a Force Majeure situation arises, the Successful Bidder shall promptly notify SAI, New Delhi in writing of such conditions and the cause thereof within 7 (seven) days of occurrence of such event. Unless otherwise directed by SAI, New Delhi in writing, the Successful Bidder shall continue to perform its obligations under the contract as far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.
- 24.3 If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of Force Majeure for a period exceeding **60 (sixty) days**, SAI may at its option terminate the contract without any financial repercussion on either side.
- 24.4 In case due to a Force Majeure event SAI, New Delhi is unable to fulfil its contractual commitment and responsibility, SAI, New Delhi will notify the Successful Bidder accordingly and subsequent actions taken on similar lines described in above sub-paragraphs.
- 24.5 If the performance of in whole or in part or any obligation under the Contract is prevented or delayed by any reason of Force Majeure for a period exceeding [30] days, SAI may at its option terminate the Contract without any financial repercussion on either side.
- 24.6 During the period of their inability to perform the obligations under the Agreement as a result of an event of Force Majeure and timely intimation by the Bidder, SAI shall assess the situation and then decide the application of Force Majeure. Once the duration is defined under the Force Majeure category/ situation no payments are expected to be made by the Bidder.

25. DISPUTE SETTLEMENT MECHANISM

- 25.1 All dispute, difference or controversy of whatsoever nature, arising out of or in relation to this RFP (including its interpretation) between the Bidder and SAI, and so notified in writing by either party to the other party, shall, in the first instance, be attempted to be resolved amicably in accordance with the mediation procedure set forth in Clause 25.2.
- 25.2 Mediation: If any claim, disputes or differences of any kind whatsoever shall arise between the Successful Bidders and SAI hereto in connection with or arising out of this RFP including interpretation of its terms, the Successful Bidders and SAI hereto shall in good faith negotiate with a view to arrive at an amicable resolution and settlement in compliance with Mediation Act, 2023. However, if the disputes are not resolved by the discussions within a period of fifteen (15) days from the date of disputes/differences, then the same shall be settled by binding arbitration.
- 25.3 Arbitration: If any difference or disputes arises under this RFP and/or the Agreement, as the case may be, which cannot otherwise be amicably resolved between the parties through Mediation, then such dispute shall be settled by way of arbitration and either Party shall be entitled to refer the dispute to Arbitration under Arbitration & Conciliation Act, 1996 or any statutory modifications or re-enactment thereof in force. The Arbitration shall be conducted before Arbitral Tribunal comprising of a sole arbitrator to be appointed with the mutual consent of the Parties or appointed by Hon’ble High Court of Delhi while deciding an application under Section 11 of the Act. The arbitration proceedings shall be conducted as per Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment then in effect.
- 25.4 The venue for arbitration shall be India International Arbitration Centre, New Delhi in accordance with the D.O. No. A-60011/50/2023-ADR dated 05.04.2024 and the courts of New Delhi shall be vested with exclusive jurisdiction and the seat/venue of arbitration shall be at New Delhi and the language of arbitration proceedings and that of all documents and communications between the parties shall be English.
- 25.5 The arbitration award shall be final, and the judgment thereupon may be entered in the courts of competent jurisdiction or application may be made to such court for a judicial acceptance of the award and an order of enforcement, as the case may be.
- 25.6 Each party shall bear the cost of preparing and presenting its case and the cost of arbitration, including fees and expenses of the arbitrator shall be shared equally by both the parties unless the award otherwise provides. It is

further agreed between the parties hereto that such arbitration proceedings shall be completed within a period of eight (8) calendar months from the date of reference.

- 25.7 The parties shall continue to perform their respective obligations under this contract during the pendency of the Arbitration proceedings except in so far as such obligations are the subject matter of Arbitration proceedings.
- 25.8 SAI shall have the right to bring an action seeking injunctive or other equitable relief before the courts at New Delhi, India if it reasonably believes that damages may not be an adequate remedy for any breach by the Bidder.

26. APPLICABLE LAW

The contract shall be governed by and interpreted in accordance with the laws of India for the time being in force.

27. RESERVED RIGHTS

- 27.1 SAI reserves the right to:
- i. Accept/reject any of the RFP clause in full or part without assigning any reason thereof.
 - ii. Revise the requirement at a later stage as and when required.
 - iii. Amend, modify, relax, or waive/delete any of the conditions/ scope of work stipulated in the RFP wherever deemed necessary, even after award of work.
- 27.2 In the event of any misstatement or misrepresentation being discovered or detected in the information furnished from the documents submitted by the Bidder in response to this RFP or at any later stage, or in the event of any contravention by the Bidder of any condition or criterion stipulated, SAI shall terminate or cancel the appointment / engagement of the Bidder, and nothing shall be payable or be paid by SAI to the Bidder as compensation/damages or penalty.
- 27.3 SAI will not be liable for any costs, damages or losses incurred by any Bidder participating in this RFP, if SAI decides to cancel the RFP process or for any reason whatsoever. The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including but not limited to costs incurred in conduct of informative and other diligence activities, participation in meetings / discussions / presentations, preparation of proposal or costs incurred for providing any additional information required by SAI to facilitate the evaluation process.
- 27.4 The submission of a response to this RFP by any Bidder confirms the Bidder's acceptance of all terms and conditions of this RFP including the amended terms and conditions (if any). Further, by doing so, the Bidder acknowledges that it has:
- Understood and examined the extent of the Rights, scope of Work and other information made available in writing by SAI, for the purpose of this RFP.
 - Examined all information relevant to the risks, contingencies and other circumstances that could affect the RFP; and
 - Satisfy itself as to the correctness and sufficiency of the RFP.
 - Bidders to this RFP or their agents may not make any contact with any party employed by or directly associated with SAI or any of its government partners in relation to this RFP. Any clarifications and all information will be via e-mail only to procurement.khelointia@gmail.com. No queries shall be entertained by SAI after scheduled date and time mentioned in Bid schedule of the RFP.

28. CORRUPT OR FRAUDULENT PRACTICES

- 28.1 The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process and subsequent to the issue of the LOA and during the subsistence of the Agreement. Notwithstanding anything to the contrary contained herein, or in the LOA or the Agreement, the Authority may reject a BID, withdraw the LOA, or terminate the Agreement, as the case may be, without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process. In such an event, the Authority shall be

entitled to forfeit and appropriate the BID Security or Performance Security, as the case may be, as Damages, without prejudice to any other right or remedy that may be available to the Authority under the Bidding Documents and/ or the Agreement, or otherwise.

- i. Will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent or collusion or coercive practices in competing for the contract in question.
- ii. Will declare a firm ineligible or debar/blacklist, either indefinitely or for a stated period of time, to be awarded a contract by SAI if it at any time determines that the firm has engaged in corrupt or fraudulent or collusion or coercive practices or gross/deliberate negligence in competing for, or in executing the contract.

28.2 SAI reserves the right not to conclude the Contract and in case contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, concealment, and suppression of material facts by the Bidder. In addition, Bid Security/Performance Security (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated”.

28.3 For the purpose of this clause, the following terms shall have the meaning hereinafter respectively assigned to them:

- a. **“corrupt practice”** means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the selection process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of SAI who is or has been associated in any manner, directly or indirectly, with the selection process or the LoA or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of SAI, shall be deemed to constitute influencing the actions of a person connected with the selection process); or engaging in any manner whatsoever, whether during the selection process or after the issue of the LOA or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the LoA, who at any time has been or is a legal, financial or technical adviser of SAI in relation to any matter concerning the RFP;
- b. **“Fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the selection process;
- c. **“Coercive practice”** means impairing or harming, or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the selection process;
- d. **“Undesirable practice”** means establishing contact with any person connected with or employed or engaged by SAI with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection process; or having a conflict of interest; and
- e. **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the selection process.

28.4 SAI reserves the right not to conclude the Agreement and in case contract has been issued, terminate the same, if, found to be obtained by any misrepresentation, concealment and suppression of material facts by the Bidder. In addition, EMD (as the case may be) deposited by the Bidder shall be forfeited and legal as well as administrative action for such misrepresentation, concealment & suppression of material facts shall be initiated.

29. CONFIDENTIALITY

29.1 The Bidder agrees and acknowledges that this RFP is confidential and the Bidder, by downloading the RFP document, agrees and undertakes that nothing contained in this RFP shall be disclosed in any manner whatsoever, except to the financial and legal advisors of such Bidder. The undue use by any Bidder of confidential information related to the Bid process may, at the sole discretion of SAI, result in the rejection of its Bid. The Bidder shall further ensure that such financial and legal advisors or any other

employees, representatives of the Bidder maintain confidentiality of the RFP, and any information disclosed to them in relation thereto.

- 29.2 The Bidder is not authorized to waive or release any privileged information obtained from or on behalf of SAI. The Bidder is required to maintain the confidentiality of all privileged information. This requirement is perpetual i.e., it will continue even after the termination of the relationship between the Bidder and SAI. This requirement is also intended to prohibit the Bidder from using information obtained from or on behalf of SAI or its successors or assignees, including work product prepared at SAI's expense, for other clients of the Bidder without the prior written approval of SAI. The Bidder is not authorized to identify SAI as a client for the purposes of marketing or for advertising, without the prior written approval of SAI. Upon termination of the relationship, the Bidder agrees to return promptly all information obtained from or on behalf of SAI or any copies thereof to SAI. The Bidder is not authorized to communicate with the public, including the press, about any matter in relation to its relationship with SAI without the prior written approval of SAI.
- 29.3 All information and documents that are furnished by the Bidder will be treated as strictly confidential by SAI and shall not be disclosed by SAI to any other party, or otherwise used by itself, other than (a) for evaluating the Bids submitted; or (b) as required by Applicable Law.

30. SUBSTITUTION OF KEY PERSONNEL DURING EXECUTION OF CONTRACT

- 30.1 Substitution of key personnel can be allowed in compelling or unavoidable situations only and the substitute shall be of equivalent or higher credentials. This will be subject to reduction in remuneration. Such substitution will be limited to not more than 30% of the total key personnel, subject to equality, or better, qualified and experienced personnel being provided to the satisfaction of the procuring entity.
- 30.2 Replacement of first 10% of key personnel will result in reduction by 5% of the remuneration which would have been paid to the original personnel, from the date of replacement till the completion of contract.
- 30.3 In case of the next 10% replacement, the reduction in the remuneration will be equal to 10% and for the third 10% replacement such reduction will be equal to say 15%.

31. TERMS OF PAYMENT

- 31.1 The total cost of the Services payable shall be submitted as per the format mentioned in **Annexure VII** as per the EMA's proposal to the Employer and as negotiated thereafter.
- 31.2 Payments under this contract shall not exceed the amount mentioned by the EMA as per the format mentioned in **Annexure VII**.
- 31.3 All payments shall be made in Indian National Rupees.
- 31.4 The payments in respect of the Services shall be made as follows:

S. NO.	DESCRIPTION	PAYMENT	DELIVERABLES
a.	On Mobilization of the core team	10%	Final Approved Work Plan & Operational Plan and Manpower deployment chart with their dates of deployment.
b.	Four Days after Commencement of the Games	20%	Report of Work done by EMA with pictures of all venues

S. NO.	DESCRIPTION	PAYMENT	DELIVERABLES
c.	After Completion of the Games	50%	Pictorial Report & Final Report of Work done by EMA with pictures of all venues
d.	After the Final Audit	20%	Approval of Audit/Claim Sheets

32. NOTICE

Notice if any, relating to the contract given by one party to the other, shall be sent in Speed Post/E-mail and confirmed in writing. The procedure will also provide the sender of the notice, the proof of receipt of the notice by the receiver. The addresses of the parties for exchanging such notices will be the addresses as incorporated in the contract.

The effective date of a notice shall be either the date when delivered to the recipient or the effective date specifically mentioned in the notice, whichever is later.

33. SEVERABILITY

Any term or provision of this RFP that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms and provisions or the validity or enforceability of the offending term or provision in any other situation or in any other jurisdiction.

34. CONFLICT OF INTEREST

A bidder shall not have conflict of interest that may affect the selection process or the consultancy. Any bidder found to have a Conflict of Interest shall be disqualified. In the vent of disqualification, SAI shall forfeit and appropriate the EMD, if available, as mutually agreed genuine pre-estimated compensation and damages payable to SAI for inter-alia, the time, cost and effort of SAI including consideration of such bidder's proposal, without prejudice to any other right or remedy that may be available to SAI hereunder or otherwise.

ANNEXURE I – TERMS OF REFERENCE (TOR)

1. General

Sports Authority of India (hereafter referred as “SAI”) an autonomous organization established by Ministry of Youth Affairs & Sports, Government of India invites Online Bids from qualified Firms to associate with SAI as an **Event Management Agency for Event Day Operations, Overlays and Sponsorship for Khelo India Para Games, 2025 Delhi.**

2. About SAI

Sports Authority of India (SAI), under the aegis of Ministry of Youth Affairs & Sports, Government of India has been entrusted with twin objectives of promoting sports and achieving sporting excellence at the National and International level. SAI has played a significant role in shaping India’s sports development by providing training to elite athletes and at the same time operating a number of schemes for identification and development of young talent. Through its sports promotional schemes, SAI supports and nurtures talent amongst youth, and provides them with requisite infrastructure, equipment, coaching facilities, and competition exposure. In addition to promote sports, SAI has also been a key in promoting awareness among general public on adopting a fit and healthy lifestyle. Khelo India are the programs been implemented with the abovementioned objectives.

3. About Khelo India

Khelo India aims at strengthening the entire sports ecosystem to promote national objectives of sports development, which includes playfield development; community coaching development; promotion of community sports; establishment of a strong sports competition structure at both school and university levels also for rural / indigenous sports, sports for persons with disability and women sports; filling up of critical gaps in sports infrastructure, including creation of hubs of sports excellence in select universities; talent identification and development; support to sports academies; implementation of a national physical fitness drive for school children; and sports for peace and development. An integral part of the Khelo India Scheme is the Khelo India Para Games, Khelo India Youth Games, Khelo India University Games and Khelo India Winter Games. All four are the flagship sports events which help in developing the nation’s elite athletes.

4. Tentative Schedule, Sports Disciplines and Venues for Khelo India Para Games, 2025 Delhi

This edition of Khelo India Para Games, 2025 Delhi will have 6 sports disciplines (tentative) and are scheduled to be held across 3 venues (tentative) in Delhi NCR which are as follows:

S.NO.	TENTATIVE SPORTS DISCIPLINES	COMPETITION DAYS Tentative
1.	Para Athletics	3
2.	Para Shooting	5
3.	Para Badminton	3
4.	Para Table Tennis	4
5.	Para Powerlifting	4
6.	Para Archery	2

S.NO.	TENTATIVE VENUES	SPORTS DISCIPLINES
1.	Jawahar Lal Nehru Stadium, Delhi	Para Archery, Para Powerlifting, Para Athletics
2.	Indira Gandhi Indoor Stadium, Delhi	Para Table Tennis, Para Badminton
3.	Dr. Karni Singh Shooting Range, Faridabad	Para Shooting

5. Scope of Services

I. OVERALL COORDINATION

- a) The agency will ensure end-to end coordination with Organizing Committee-KIPG, SAI, PCI, CDM and NSF to map the games requirement.
- b) The agency must coordinate with the GMS team to verify the details of the participants.
- c) The agency has to coordinate with GTCC team to receive all the relevant data required for smooth coordination.
- d) The agency has to liaison with all the relevant stakeholders for the arrivals & departures details.
- e) The agency should identify 20 State Liaisoning Officers (SLO) for each state to coordinate with the respective CDMs & Nodal Officers.
- f) The agency should ensure that proper training is provided to all the SLOs
- g) The agency shall also engage 4 supervisor / team lead for SLOs
- h) The agency to ensure sufficient backup in case of dropout
- i) The agency should ensure smooth coordination between above officers and relevant stakeholders.
- j) The agency will be responsible for organizing CDM meetings and prepare a Manual for briefing of CDM
- k) The agency should ensure all the requirements of SAI, PCI, NSF, CDM, Competition Manager related to but not limited to Accommodation, Catering & Transportation are met.
- l) The agency must deploy single point of contact (POC) who will lead State Liaisoning officers.
- m) The above officers should be able to draft presentations and note down minutes of the meetings held between various stakeholders.
- n) State Liaisoning officers should act as single Point of Contact (POC) between the athlete contingent and all the other stakeholders for various functional areas.
- o) EMA to ensure end to end management of operations of all the Functional Areas including manpower, equipment etc.

II. EVENT / VENUE OPERATIONS

A. To assess and deploy adequate workforce for following FAs:

- Spectator Engagement
- Sports Presentation
- Accreditation
- Branding
- Event Operations and Venue Overlays
- GMS and ICT & Hardware Support

- Media Operations
- Protocol Officers
- Volunteer Operations
- Sports Kits Coordination & Distribution
- GTCC Operations (Part of Event Operations)
- Ceremonies (Part of Event Operations)
- Broadcast (Part of Event Operations)
- Clean & Waste Management - Housekeeping (Part of Event Operations)
- Security & Fire Safety (Part of Event Operations)
- Medical (Part of Event Operations)

B. GENERAL:

- The location of the team & time of shifting to Delhi will be finalized 30 days before the Opening ceremony.
- The Event Management Agency will be responsible for end-to-end delivery of the function. EMA to scope and arrange for necessary manpower, equipment, support etc. for the same on their own.

C. CO-ORDINATION

- Overall coordination with all the stakeholders
- To ensure smooth co-ordination & execution of the Event, at least one Subject Matter Expert (SME) of the EMA must be attached to each of the Functional Area Heads and one Senior Coordinators with the Khelo India Para Games Secretariat and SAI.
- Co-ordination with all the stakeholders viz. Broadcast partner, other Event Management Agencies, Govt. Directorates, etc. to capture a complete overview of the Games.
- Co-ordination with & support to the GTCC, NSF and PCI representatives responsible for Technical Conduct of the Games.
- Security Management and Reporting Plan.
- Housekeeping and Cleanliness Briefing, House-keeping Deployment, Management & Reporting Plan.
- Housekeeping except the kitchen and dining areas.
- Security Briefing, Security Deployment, Management & Reporting Plan in all venues, kitchen and dining areas.
- Fire-Marshall Briefing, Fire-Marshall Deployment, Management & Reporting Plan in all venues, kitchen and dining areas.
- Gather arrival and departure details of state contingents.
- Co-ordination to ensure arrival planning, transport, accommodation & movement planning as per the Games Schedule.

D. RECORD MANAGEMENT

This includes Delivery Receipts, Inventory Records, Movement of Equipment/Stationary/FFE, and any other item under the scope of work of EMA, to record all operations and activities with relevant photo/documentary evidence to ensure smooth payments.

E. REPORTING

- EMA is expected to create & maintain detailed reports for each functional area. This includes but is not limited to Production reports, Overlays Reporting, Inventory reports, Variance Analysis, Workforce Planning & Deployment, Legacy Reports, Photo-books etc.

- Preparation and implementation of Organization Chart with workflow & detailed timelines for delivery (Gantt Charts).
- Aid & assistance in delivering services within the scope defined under each functional area.

F. ATHLETE EXPERIENCE

- Athlete's/ Participant's experience of the event shall be of essence to the overall Scope of Work of EMA
- A system of intimation to athlete with respect to information about Travel, Stay, Competition Schedule, etc. needs to be put in place by way of putting up an information system.
- The EMA will liaison with the ACT team regarding team schedule, accommodation & city travel details and share it with the athlete contingent 7 days prior to their arrival in the States/UTs.

G. PROTOCOL

- Planning and execution of VIP Management Plan.
- Prepare a detailed VIP Movement Plan.
- To create & collate a list of Dignitaries, send out invitations, follow up on arrival confirmation & dates.
- Co-ordinate with concerned FA head to ensure that travel & itinerary plans are acted upon.
- Coordinate with concerned EMA for accommodation & transport as per stature of guest

H. VENUE MANAGEMENT PLAN

- Crowd management plan for the spectators at the game venues.
- Zoning of venue as per accreditation matrix.
- Vehicle Movement & Management Plan within game venue.

I. MISCELLANEOUS

- Furniture, Fixtures, Equipment, Internet connectivity (minimum of 100 mbps for Media & Venues, 200 mbps for TSR and 200 mbps for Live/Broadcasting) or any other item required to maintain functional efficiencies shall be managed by the EMA for their own work force.
- All planning by EMA is subject to approval of Sports Authority of India.
- EMA to submit all the records, photos, videos, repository, stock registers, etc. to Sports Authority of India as and when required.
- EMA will strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

EMA will have to strictly setup Games Secretariat, SAI, NSF, PCI and GMS Office 10 days before the start of the Games.

III. ACCREDITATION

- Accreditation Cards along with Lanyards should include QR CODE/ Barcode, EMA Should strictly adhere to the Accreditation matrix**
- QR Code/ Barcode scanner at each dining area to be ensured with a manpower.
- QR Codes** must be activated as per the timeline for Breakfast, Lunch and Dinner.
- Deactivation of QR Codes on Accreditation Cards should be done 1 day post the completion of the event / game for Athletes, Technical Officials, Support Staff, etc.
- Data entry for offline forms
- Quality and Size of Accreditation cards as per approved specification.

- g) Location Based QR Scanning – integration of Location Based QR scanning to know the exact consumption of meals in various venues.
- h) Accreditation Zoning to be planned and implemented by EMA within 10 days from the award of work (to be approved by SAI)
- i) Accreditation to be printed in High Quality Laser Print according to the accreditation list**
- j) Time-bound planning of Printing, Checking, Segregation, Inventory Management & distribution of Accreditations.
- k) Printing the Emergency Day Passes on a need basis.
- l) Handover of all excess if any Accreditation to SAI post the Games.
- m) Technical Specification of Lanyards:
 - ✓ 16 mm wide thickness.
 - ✓ 36-inch length
 - ✓ Rotating metal C. Hook.
 - ✓ Lanyard Fabric (Satin)
 - ✓ Printed lanyard (Dye Sub Printing). Custom printing logo, event details.
- n) Technical Specification of ID:
 - ✓ Material: PVC Thermal ID Thickness: 0.75mm/750 microns
 - ✓ Size: (88 mm x 130 mm or 3.4 inches x 5.11 inches)
 - ✓ Design options should be provided by EMA. Logo will be provided once tender is awarded.
 - ✓ Emergency/Day Passes (Sample to be provided as per below specification at the time of presentation)
- o) Technical Specification of Lamination Pouch for Emergency Day Pass
 - ✓ Material: PET+EVA. Thickness: 0.30mm/300 microns
 - ✓ Melting Point: 110 degrees Celsius.
 - ✓ Lamination Temperature: 110-140 degree Celsius
 - ✓ Size: (88 mm x 130 mm or 3.4 inches x 5.11 inches) paper passes
- p) Technical Specification of Daily Passes.
 - ✓ 220 GSM
 - ✓ Size: (88 mm x 130 mm or 3.4 inches x 5.11 inches)
- q) Logo will be provided to the successful bidder once the Bid is awarded.
- r) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.
- s) Bibs for Media and Photographer with digital printing on bibs. To be handed over to media operations team with consultation from NSF/ SAI/PCI.
- t) Setting up Main Accreditation Center (MAC) and Venue wise Accreditation Center along with the infrastructure required for the setup.
- u) Onsite accreditation printers to be kept in all venues. Turnaround time for printing of one accreditation card should be less than 2 minutes.

IV. INVITATIONS, STATIONERY & COLLATERALS

- a) Aid & assist the Functional Area Head in creating a list of dignitaries & VIPs to be invited with addresses, their segregation as per instructions**
- b) Provide the design options for approval to the Sports Authority of India.
- c) Printing of Invitations for VIPs, Dignitaries, Universities & State/UTs Delegates.
- d) Distribution of Invitations via courier or hand delivery.
- e) Inventory Management of invitations, (to maintain records and stock register).
- f) Return of all excess items to SAI.
- g) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

- Approximate requirement: as per Financial Bid BOQ.
- h) Provide the design options for approval to SAI.
 - i) Printing of Stationery and Collaterals like notepads, brochures, fixtures, schedules, letterheads, posters etc.
 - j) Printing of Winner Certificates, Participation Certificates for all relevant stakeholders.
 - k) Inventory Management of stationery and collaterals (to maintain records and stock register).
 - l) Stationery required at each FOP as well as venues and will have to be kept before the start of each event.
 - m) Handover of all excess Stationery and collaterals to SAI.
 - n) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.
 - o) Approximate requirement: as per Financial Bid BOQ

V. DESIGN AGENCY

- a) Design and create content for all collaterals and brandings in English, Hindi or any other desired languages for KIPG as defined by SAI.
- b) The Scope of Work for Design Agency is not limited to only designing, however, also comprise creation of related content (in desired languages) in respect of the game's elements.
- c) Design to be vibrant, colourful, and inspirational in visual design reflecting event colour scheme.
- d) The Agency shall formulate and implement Creative Strategy for National audience & assist in developing all communication to be disseminated to media/stakeholders/publics.
- e) Designing of creatives for print, digital and electronic media and facilitating the designing of panels, display boards, signage, tableau, mobile exhibition units etc.
- f) Designing and preparation of brochures, promotional materials, booklets, seminar kits, press backdrop and standees, newsletters etc. under supervision of SAI.
- g) Designing content (text / images / videos / infographics) about various achievements / new initiatives / highlighting activities.
- h) The Agency will be required to deliver the creatives at short notice and delivery schedule fixed by SAI would be final.
- i) To ensure that all marketing communication including social media, adverts, collateral & templates will carry KIPG, MYAS, SAI, all logos of government stakeholders in the event. Approval on the positioning of each logo of all the stakeholders will be given by SAI.
- j) **Indicative list is as follows:**
 - o Invitations
 - o Stationery
 - o Collaterals
 - o Lanyard
 - o Posters
 - o Hoardings
 - o Flyers
 - o Leaflets
 - o Newspaper advertisements
 - o Banners/Infographics
 - o Interactive banners/GIFs
 - o Interstitial Banners
 - o Accreditation template
 - o In-stadia Branding
 - o Vehicle Passes
 - o Balloon Brandings
 - o Drop-downs
 - o Building Brandings
 - o Vehicle Branding
 - o Equipment Branding
 - o Running Board Branding

- o Broadcaster Branding
 - o LED Branding content
 - o TSR Templates
 - o E-Fixtures
 - o Helpdesk
 - o Sports Presentation Backdrop
 - o Victory Stand Branding
 - o Medals, certificates, plaque, souvenirs & trophy design.
 - o Food Coupons
 - o Hand Bands
 - o Score Boards – Games Specific
- k) Open files in respect of all of the above must be shared with SAI.
 - l) To make sure the work is original (no “tracing” either – nothing that infringes copyright).
 - m) The Agency shall prepare advertisements creative for release in newspaper and/or other publications with the ability to be adapted for use in other media such as outdoor, online and others. (One advertisement of any size would be treated as one creative). These would largely relate to events, initiatives & achievements of the Ministry and for specific requirements on case-to-case basis. etc. This would include procurement of images wherever required, copywriting, designing and all other costs involved.
 - n) Agency shall provide one page or multi-page advertorials and each advertorial would comprise of images and text matter to be presented with an attractive lay-out. These would be for promotion of products.
 - o) The Agency shall use the creatives (print and digital) would be either be used from the existing stock of images with SAI or would be procured. If the images used in the creatives are to be procured from photographers / photo banks, copyright of the images would preferably rest with the office for all time / perpetuity and if not available for all time use, then as per the terms and conditions applicable for procurement of the images.
 - p) Preparing and maintaining an inventory and catalogue of all the creative material belonging to SAI and its supply as per the requirement during the period of contract. This includes to take over all the previous inventory images, creative, design, etc. Maintain proper catalogue of all inventories and add new creative material produced by the Ministry to this inventory from time to time.
 - q) Supply of the creative material in the required format to the concerned media / organizations / associations etc. as per the directions of SAI.
 - r) Agency to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

Note: All designs are to be approved by the SAI.

VI. AUDIO AND VISUALS

- a) The Agency shall prepare a TVC of 60 Seconds with an option of edits of 30/20/15 Seconds. There shall be an option of converting the TVC in multiple language.
- b) The Agency shall also prepare a documentary of 5 – 15 min on the games.
- c) The file format & equipment used shall be of 4K HD quality.
- d) The Agency shall also prepare radio jingles for the games of 15 – 60 seconds with an option of edits of 20/30/45 Seconds.
- e) The radio jingle shall be in minimum 2 languages.
- f) The Agency shall also create short videos with Animation.
- g) Agency will be responsible for repackaging of the content (videos and photographs) obtained from athletes, federations or news agencies, into suitable formats (video packages and others).
- h) The Agency will take up the creation of video-based player profiles – targeting players participating in different sports and coming from different states/backgrounds – sharing their life stories and challenges to promote a sense of empowerment and sporting spirit.

- i) EMA to ensure adequate photography and videography of all events including venues, branding operations and functional areas in close liaison with media operations team.
- j) Creation of High Quality 4K Videos from raw video footage of 10 minutes duration each. Such videos to have approved background music, effects and enhancement (or any other processing in vogue).
- k) Editing of Photos - Editing in terms of photoshop, enhancement, creation of artistic/poster style pictures (or any other processing in vogue) out of raw photos.
- l) All audio and visuals to be approved by SAI.
- m) Agency to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

VII. SPORTS PRESENTATION

- a) Procurement of the authorized quantities of the items listed below:
 - Medals with Medal Box
 - Lanyards
 - Winners Plaque
 - Sports Trophies
 - Winner Certificates
 - Participation Certificates to all relevant stakeholders
 - Souvenirs
 - Commemorative Medals
 - Lapel Pins
 - Limited Edition A4 & A5 Plaque for dignitaries
- b) Procurement of the authorized quantities of the items** listed above as per the requirement.
- c) Samples of each of the above items to be provided (taking references from Khelo India Para Games, 2023) to SAI for Quality Check.
- d) Inventory Management & Distribution of souvenirs, medals, etc. (maintain records and stock register).
- e) Conduct of Medal Ceremonies for each of the Sports (to provide decorated podiums, ushers, MC, ceremony trays, Carpet, PA System, Lights, etc.)
- f) Coordination for launch, opening and closing ceremony.
- g) Provision envelopes for certificates
- h) Complete Sports Presentation Ceremonies including Medal Ceremonies (podium with proper branding, Ushers, Back drop, MC, tray etc.) and Games Conclusion Ceremony (Two Stages with Backdrops, VVIP facilitation, MC, Dias, Confetti Blasts, Sound and Lights, etc.) wherein distribution of the Overall Trophies will take place.
- i) Handover of any excess back to SAI
- j) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.
- k) Approximate requirement: as per Financial Bid BOQ.

VIII. SPECTATOR MANAGEMENT

- a) **MC:** Using services of Master of Ceremonies (MC/Emcee) at each sporting venue.
 - MC must be comfortable in English, Hindi & Local language and one who can engage with the audience through conversations, games to maximize spectator interest for the event at each of the venues.
 - MC must have experience of hosting 2 large scale sporting events which require mass engagement such as Marathons, Pro-Kabaddi, IPL, Khelo India Games, National Games etc.
 - EMA will provide at least 2 options of such an MC for each of the sporting venues to the Sports Authority of India for approval.

- Designated MC will be required to meet officials of Khelo India Para Games, 2025 Delhi to discuss the plan of engagement. This plan must include youth-focused activities & interaction between athletes & audience.
- Emcee for the sports presentation should have sports domain knowledge.
- b) **DJ:** Ensure availability of experienced Disc Jockey (DJs) at the sporting venues with at least 5 years of experience in mixing music & curating playlists. The DJs will be required to:
 - Develop a playlist including but not limited to the Khelo India Para Games anthem, the National Anthem and play them as per requirement.
 - Develop and play relevant music during prize distribution/ presentation ceremony.
 - Develop an inspired playlist that allows engagement with the spectators during the Games.
- c) The playlist should adhere to all the relevant guidelines/licenses. If required, the relevant licenses should be procured by EMA.
- d) **Mascot:** Providing Manpower and ensuring movement of Mascots at the sporting venues for entertaining the spectators as per the requirements.
- e) **Miscellaneous:**
 - PA & Sound systems and Electrical devices to be installed and made operational as per FOP/venue setup in consultation with SAI.
 - Ensure important announcements are made periodically.
- f) EMA will strictly adhere to agreed time-lines and maintain records for verification at the time of raising invoice.
- g) Approximate requirement: as per Financial Bid BOQ.

IX. MEDIA OPERATIONS

- a) Appoint a press coordination within seven days from award of work to integrate all stakeholder press & PR initiatives: Local tie up preferable for adequate coverage in local press, assisting accreditation of media persons.
- b) Ensure that the government’s “Khelo India Initiative – making sports accessible to all, providing a platform for sporting excellence, creating an environment for sport to thrive at an international level, talent acquisition & grooming” is the focus of all coverage disseminating around the event.
- c) Cross-promotion of the Khelo India social media tags with the Press Coverage.
- d) Promotion of the steps taken by the SAI for organizing the Khelo India Para Games, 2025 Delhi including infrastructure development, venue preparation, branding, city activation program, etc.
- e) Sharing the Press Releases as per requirements of the Khelo India Initiative, especially sending stories of local heroes to various vernacular presses across the country.
- f) Create and disseminate a timeline of sub-events through the games and post event coverage which includes:
 - Exclusive newsworthy interviews – Posting a minimum of two stories per day. Looping in of local and national newspapers.
 - Inspirational stories – Posting minimum of one post per day.
 - Behind the scenes – Posting minimum of one post per day.
 - People on top - their vision and thoughts – Posting a minimum of three posts per week.
 - The story so far – Posting a minimum of four posts per week
 - Social impact reports
 - Creation of Podcast for Khelo India Para Games, 2025 Delhi
 - Interviews of all the Gold Medalists winners during the games should be captured and compulsorily be shared in media channels.
 - Coverage should be done on National / Regional / SAI Platforms - Ensure coverage of such stories in National Mainline dailies in leading metros like Delhi, Mumbai, Chennai, Bengaluru, Pune Ahmedabad, Lucknow, Kolkata, Hyderabad & Jaipur basis our political requirements.

Note: The video shooting mode of all the posts that are to be posted in newspapers and social media channel shall be strictly done on high end cameras and not on mobile phones.

- g) The Social Media department focuses on creating content that can be consumed by the public in various Social Media platforms such as:
 - YouTube
 - Facebook
 - Twitter
 - Instagram
- h) The Social Media department focus more on engaging audience towards the Games by the means of:
 - Creatives
 - Videos
 - Short stories of athletes
 - Posting results
 - Posting Medal Tally/ Leader Board/Points Table
- i) The content curated for social media is more of a catchy information that induces audience to follow and engage into the Games.
 - To implement a Social Media Activation Plan with respect to Games by adapting 360-degree approach and ensure big bang digital splash across all key portals and platforms.
 - Such plan to start at least 30 days prior to the start of event on various prominent Social Media Platforms.
 - Innovative creatives, videos to build up the event.
 - Additional work for all pre-event activities, including Logo, Anthem, Jersey launch etc
 - Countdown creatives
 - During the games: Burst of SM content on all platforms. This includes Videos, Reels, Creatives, Static content.
 - Bytes of winners
 - Videos of Medal ceremonies
- j) EMA must provide 1 Senior journalist with a minimum relevant experience of 12 years and 2 writers with a minimum relevant experience of 3 years to feed content to National, Regional and Digital Media and 3 manpower for social media along with a team lead.
- k) EMA to make a minimum of 3000 coverages throughout the period of the Games.
- l) Ensure negative areas (if any) are identified and notified to all stakeholders at the earliest.
- m) Ensure all negatives press reports are handled swiftly with corrective action reports.
- n) Total of at least 75 such stories, including daily reports before, during & immediate after the games. The press releases should be published leading national dailies such as Times of India, Hindustan times, Indian Express, Dainik Jagran, Amar Ujala, (both Hindi and English Delhi edition) etc. Stories about the games on prominent digital platforms such as Sportskeeda, The Bridge, Quint, Brut, Mensxp, Scroll, The Lallantop, etc.
- o) Ensure daily press releases to maximize event coverage in national & regional dailies, magazines, and digital media.
- p) Press releases to be sent in Hindi, English and regional languages such as Marathi, Bengali, Gujarati, Tamil, Malayalam, Odia, etc.
- q) The EMA will plan for press conferences and all necessary material (Media Kits, Souvenirs etc.) covering.
 - Launch Event
 - Opening/Closing ceremony
 - Post-match press conferences for all broadcast sports
 - Special cases
- r) All such events need to be notified and cleared by SAI.

- s) Ensure that sufficient media space is allocated to include editorial, advertorial and advertisement content for the event. The intent is to cover the event vision, its build-up by leveraging the quality of action and highlighting the heroes/records of various disciplines.
- t) Collated weekly report of coverage to be provided, increasing the frequency to daily reports during the games. This data should include coverage during the games & post event as well.
- u) Creation of content for syndicate columns and getting it published in leading newspaper.
- v) EMA will be required to put in infrastructure for Press Conferences to be conducted from time to time. And will also be responsible for end-to-end delivery of the function.
- w) EMA to scope and arrange for necessary manpower, equipment, support etc. for the same on their own.
- x) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

Approximate requirement: as per Financial Bid BOQ

X. BRANDING

- a) EMA to coordinate with the Design team for the design and print files.
- b) Adequate branding at Games Secretariat, SAI, NSF, PCI, GMS and office spaces at all venues
- c) EMA to ensure branding of vehicles of all categories including all cars, buses etc. shall have adequate branding visibility.
- d) Adequate equipment branding subject to approval from Competition Managers.
- e) Design for indoor stadium FOP to presented at the time of presentation. (3D Mockups to be presented)
- f) Design for outdoor stadium FOP to be presented at the time of presentation. (3D Mockups to be presented)
- g) Printing of 3D flex must be catered as per the requirements.
- h) All creative templates and designs for branding elements are to be approved in advance by SAI.
- i) Post final approvals of the branding elements, all approved branding structures, mock-ups, and templates need to be collated into a program manual for usage by all partners of SAI.
- j) Venue directional signage shall start from 1.5Km radius (all approach roads) to the venue.
- k) The venue entry and exit gate/arch should be placed/branded at all sporting venues for all sport as specified by SAI.
- l) All entry points to the stadium should have adequate branding for the events, seating arrangements and other specific areas e.g. Police post, medical room, press conference area, catering lounges, playing arena, mixed zones or any other area identified.
- m) All players' room, gym, coaches' rooms, stores etc. and any other specified area/room thereon shall be adequately branded.
- n) The player entry and exit gate/arch should be placed at all venues (all sports) as specified by SAI. The venue/player entry should be aesthetically and thematically designed with color theme and palette approved by the SAI
- o) Event logo to appear with the host broadcaster credit and event/Sponsors logos as a standard template. The creative designs for such structures will be approved by SAI.
- p) All FOPs should have appropriate FOP branding like other international sports event.
- q) All collaterals and stationery as per the approved event designs shall be developed by the EMA.
- r) The Vinyl requirements include but are not limited to branding space on buses, outside of the Stadia and any other space as maybe required.
- s) Venue of the Games includes some FOPs outside of designated sports complexes in and around all the venues. EMA needs to provide specified Branding to the venues as per instructions of SAI.
- t) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

Note: Once the EMA is on board, the agency shall present 3D brand mock-ups to SAI, CM, and other relevant stakeholders about 15 days prior to the commencement of the Games.

XI. VENUE OVERLAYS

- a) The EMA must come out with a comprehensive plan in consultation with SAI and implement the same regarding setting up of overlays at all the venues. The plan to ensure the following:
 - Shifting of overlay items from one place to another depending on the game's schedule/fixtures. The cost of logistics including labor, lifts, trolleys etc. in movement of such items shall be factored in the Event Operations FA.
 - In case the identified overlays items are no longer required at the end of scheduled event, such items are to be removed within 24 hours of end of respective event in consultation with SAI.
 - SAI will be designing an estimated overlay plan regarding layout of each of the line items encompassing all the venues. These estimated requirements are indicated in the BOQ. The EMA to enhance the same in consultation with SAI at the time of execution to ensure maximum utilization of resources.
 - While quoting the price in price-bid, EMA to specify against each of the line items that if the item is provided on rental basis to SAI or is being purchased/created/installed for the event and is of no use to the vendor after closing of event (collaterals).
 - In case the line item is purchased for the event, EMA shall deposit the same with SAI the end of event.
 - EMA will maintain daily logbook of running hour for each of the DG sets used. This logbook will be signed by SAI venue in-charge.
 - EMA to submit last servicing done report and manufacturer certificate of each genset at the time of installation. Only genset with equal or lesser than 5 years of manufacture must be used.
- b) Since multiple venues can have overlapping events with completely different setups, it is the EMAs responsibility to ensure that the venue setup is changed & provided as per the requirements laid out. This requires tight deadlines for venue readiness.
- c) Housekeeping and Cleanliness Briefing, House-keeping Deployment, Management & Reporting Plan.
- d) Housekeeping except the kitchen and dining areas.
- e) Security Briefing, Security Deployment, Management & Reporting Plan in all venues, kitchen and dining areas.
- f) Fire-Marshall Briefing, Fire-Marshall Deployment, Management & Reporting Plan in all venues, kitchen and dining areas.
- g) Sports-equipment labor/manpower to lift and move sports equipment as and when requested by GTCC/Venue Manager/Technical Officials.
- h) The manpower deployment (for housekeeping, security, fire-marshal and sports-equipment labor) day-wise has to be discussed with venue managers/SAI before deploying on site.
- i) The manpower deployment (for housekeeping, security, fire-marshal and sports-equipment labor) has to be a 8-hour shift and day-wise deployment has to be discussed with venue managers/SAI before deploying on site.
- j) Likewise, at other FOPs, venue setup change/ preparation for different disciplines needs to be planned and executed in a way to ensure the start of the next event without any delay as per schedule/fixture (schedule/fixture of multiple events at venues will be provided by SAI).
- k) Manpower appointed by EMA should be equipped with hardware and materials required for the execution at all the FOP, Venues.
- l) EMA to strictly ensure leveling of platforms been put for all German Hangers, Stages, Podiums, and cleanliness of each venue every day.

- m) Sports conclave/expo shall be part of the Khelo India Para Games, 2025 Delhi and overlays requirement provision for the same to be catered.
- n) EMA will have to strictly setup Games Secretariat, SAI, PCI and GMS Office 10 days before the start of the games.
- o) EMA to ensure NADA and Fit India Overlays requirement are being catered.
- p) EMA to provide Space for undertaking Promotions at each venue (to be decided through mutual discussion between the sponsors and SAI).
- q) Ensure that all the important signages are installed both inside and outside the stadium.
- r) EMA will strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

The final discretion in this regard shall lie with SAI as per the following scale: -

S.NO.	CATEGORY OF SPONSOR	MARKETING AREA
1.	Principal Sponsor	30 x 30 feet
2.	Powered by Sponsor	20 x 20 feet
3.	Co-Powered by Sponsor	15 x 15 feet

Note: Once the EMA is on Board, the agency shall present 3D brand mock-ups to SAI and other relevant stakeholders about 15 days prior the commencement of the Games.

XII. ICT, HARDWARE AND SUPPORT

- a) EMA shall develop a plan for deployment and installation of ICT equipment, including LED TV screens with setup box/dish tv, and Laptop/Desktop with Printers in consultation with SAI.
- b) To ensure Wi-fi Enabled High Speed Internet with LAN at all FOPs, Venue, Games Secretariat, SAI and GMS Office along with routers, repeaters, switches, connectors, cables and other hardware as necessary by the EMA.
- c) EMA will have to strictly setup Games Secretariat, SAI, PCI and GMS Office 10 days before the start of the games.
- d) Installation of CCTV at accreditation room, sports kit room and dining areas.
- e) EMA will strictly adhere to agreed time-lines and maintain records for verification at the time of raising invoice.
- f) EMA to ensure proper functioning of all the installed hardware throughout the event.
- g) EMA shall also provide the TSR equipment on rental basis as specified in the BOQ.
- h) EMA shall provide below mentioned manpower for GMS during the games: 1. Team Lead – 1 nos. (Bachelors / B.Tech / MBA / MCA with one-year experience)
- i) On field Assistant – 4 nos. (Bachelors /B.Tech / MBA / MCA)

XIII. GTCC OPERATIONS

- a) Adequate Workforce to be provided to GTCC / SAI within 7 days of issue of Work Order till end of Event to facilitate the following:
- b) To work as Sports Specific Coordinators to coordinate with NSF / SAI.

- c) Ensure timely entries from all States/UTs.
- d) Ensure age verification and other documents are uploaded and are available for verification & assist eligibility verification committee (at the venue).
- e) Arrange athlete changing room and other athlete related spaces are made available for athlete.
- f) Ensure timely start and conclusion of the event.
- g) Ensure TSR are available as per requirement.
- h) Ensure sports equipment and sports apparel are in place for athletes.
- i) Proper platform for athletes to appeal and address their concerns.
- j) Allocation of proper FOP for all the events.
- k) Ensure medical requirements are in place before start of the games.
- l) Any other work as allocated by Functional Area Head.
- m) Qualities of such candidates are core competence in sports, communication skill & working experience of computer.
- n) Looking after program of NSF representatives & guests
- o) Distribution of Kits to Technical Officials
- p) Management of logistics of Technical Officials
- q) The location of the team & shifting will be decided by EMA in consultation with SAI.
- r) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.
- s) Timely distribution of fixtures to all the stakeholders involved.
- t) Availability of drinking water at all venues.

XIV. SPORTS KIT DISTRIBUTION

- a) SAI will procure the Sports Kits designed for Athletes, Support Staff, Volunteers and other stakeholders.
- b) EMA to ensure.
 - Confirm Receipt, Inventory, segregation, and Issue of these kits.
 - Co-ordinate with Accreditation FA to develop & execute Kit Distribution Time-table, plan and Verification process (taking signoff from state contingent representatives & other relevant stake holders, volunteers, other officials etc) to validate the delivery to relevant stakeholders.
 - Hand-over of any excess
 - Set-up storage rooms with a lock and key set-up along with setting up of CCTV cameras throughout the Kit Distribution and Storage Centre.
 - The access of feed shall be provided to relevant stakeholders with mobile view access along with desktop access.
 - 3-4 individuals shall be required for sports kit distribution.
- c) EMA to strictly adhere to agreed time-lines and maintain records for verification at the time of raising invoice.

XV. VOLUNTEER OPERATIONS

- a) Volunteers will be recruited & provided to the EMA by the SAI.
- b) Training venue will be provided by SAI whereas the provision of food for the volunteers during training will be catered by the EMA (Approx. 350 volunteers).
- c) Content for Training Manuals for the Volunteers to be prepared by EMA based on previous edition of Khelo India games manuals & inputs from NSFs & other stake holders, subject to approval from SAI.

- d) EMA to scope for their Briefing, Training, Deployment, Rostering Schedule, Distribution of Uniforms & Reporting Process.
- e) End-to-end Management of the following functions related to Volunteers Operations:
 - Deployment, general command, and Management Supervision.
 - Daily attendance sheets Collation of bank account details and filling up of DBT forms.
 - To work out and calculate total payments to each volunteer.
 - To assist payment through DBT (Money to be provided by SAI) and confirmation from Volunteers of the receipt of payment.
 - To ensure kit distribution to Volunteers and ensure the Volunteers report for duty in the Kit provided by SAI.
- f) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

XVI. POST-GAMES OPERATIONS

- a) A detailed Legacy to be proposed during Presentation. The plan to include preparation and submission of Legacy Reports/deliverables (i.e. master Software/Print, Post Games Reports, Picture Books, Games Master Schedule, Media Reports etc.) and other items as committed by the bidder in presentation.
- b) Legacy report to be prepared based on the Standard Operating Procedures for all the functional areas to create system-generated processes.
- c) Master software and print of the legacy reports will be handed over to SAI. Necessary portal and license fees to be borne by the agency.
- d) Deployment of core team personnel starting from award of work. Such personnel will have to travel to site at Delhi (for Khelo India Para Games, 2025 Delhi during the games and post games will have to report at SAI HQ, New Delhi when required to undertake a host of post games activities. These personnel are expected to aid and assist their assigned Officer / G.M / Sr. Managers / Manager in ensuring all vendors closures, payments Creation of Legacy report, production of post-game presentations. Any other game related activities including co-ordination with States / UTs, Colleges, Schools, Athletes, Universities & other stakeholders. The term of this engagement shall be for three (3) months including 1 month prior to and games period, 2 months' post game period which may be renewed on unit cost basis for subsequent period (if required)
- e) **Printing of Post Games Reports and Media Reports:**
 - These reports shall be printed in A4 size standard book format.
 - The formats and material of the deliverable shall be approved by SAI.
- f) **Printing of Coffee Table Books:**
 - 13" X 11" picture books with 100 pages, Hardcover, high quality print with gloss finish. The design should be of high quality and finalized in consultation with SAI.
 - The Event Management Agency will be responsible for end-to-end delivery of the function. EMA to scope and arrange for necessary manpower, equipment, support etc. for the same on their own.
- g) EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.
- h) Approximate requirement: as per the Financial Bid BOQ.

XVII. HOST-CITY ACTIVATION

- i. This includes the following:
 - Radio Activation (end-to-end)

- TVCs (end-to-end)
 - Digital Marketing (end-to-end)
 - On ground activation (end-to-end)
 - City Branding including arrival points (airport/railways & bus stops)
 - Torch tour across all districts.
 - Mall Activations
 - Publicity of the event via FIT INDIA ambassadors. List of ambassadors shall be taken from SAI.
- ii. The EMA to propose a detailed City Activation / Marketing plan for all the districts of Delhi and Para Games Venues.
 - iii. Such Plan to suggest activation ideas such as (but not limited to) activation in Malls, Prominent Public Places, Airport, Railway Station, Bus Terminals, Tourist Places, interactive activities etc.
 - iv. The Proposal shall be evaluated during Presentation.
 - v. EMA to attach a detailed break-up of the cost of individual elements (such as but not limited to jingles, banners, digital advertisements, TV advertisements, road show, canter activation, mall activation, etc.) as annexure to Financial Proposal. The requirements may be scaled up or down based on the element wise cost sheet.
 - vi. It is clarified that the requirements of City Activation are only indicative in nature and SAI reserves the right to place the work order for the same.
 - vii. EMA to strictly adhere to agreed timelines and maintain records for verification at the time of raising invoice.

XVIII. PROCUREMENT OF EVENT SPONSORSHIP

- a) The bidder is hereby authorized to identify sponsors up to a maximum of three under the following categories:
 - Principal Sponsor
 - Powered by Sponsor
 - Co-Powered by Sponsor
- b) The evaluation criteria based on the number of sponsors onboarded is mentioned under **Annexure-IV**.
- c) Rights offered to all the three sponsors along with promotion plan are mentioned under **Annexure-VIII**.
- d) The tenure of the sponsorship shall only be valid for this edition of Khelo India Para Games, 2025 Delhi.

Note: The above mentioned scope of work is indicative in nature and may change as per the requirement.

ANNEXURE II – INSTRUCTIONS FOR ONLINE BID SUBMISSION

1. The Bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the Bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

2. Registration

- Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrolment” on the CPP Portal which is free of charge.
- As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/TCS/n-Code/e-Mudhra etc.), with their profile.
- Only one valid DSC should be registered by a Bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse.
- Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

3. Searching for Tender Documents

- Various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the helpdesk.

4. Preparation of Bids

- Bidder should take into account corrigendum/amendment/modification published on the tender document before submitting their bids.
- Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

5. Submission of Bids

- Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- The Bidder must digitally sign and upload the required bid documents one by one as indicate in the tender document.
- Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- Bidder should prepare the Bid Security as per the instruction specified in the tender document. The original should be **posted/couriered/given** in person to the concerned official latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.

- The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission on the bids by the bidders, opening of bids etc. The Bidders should follow this time during bid submission.
- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with bid no. and the date & time of submission of the bid with all other relevant details.
- The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

6. Assistance to Bidders

- Any query relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

Any query relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The Contact number for the helpdesk is 1800 3072 2232

ANNEXURE III – DOCUMENTS TO BE SUBMITTED

The following documents are to be submitted with the RFP. Upload online the scanned copies as per the instructions mentioned in Annexure II above.

Sl. No.	Criteria	Document to be submitted online
I. General Documents		
1.	Bid Security	Required Documents for EMD and Bid security as per clause 10 of RFP.
2.	Bid Submission Form	Scanned copy of Signed and Stamped Bid Submission Form as per Annexure IX .
3.	Authorized Signatory	Scanned copy of Power of Attorney in favour of Authorized signatory of Bidding Documents. OR Signed and scanned copy of Board resolution in favour of Authorized signatory of the bidder. (Sample Attached at Annexure X)
4.	Declaration regarding Acceptance of all terms and Conditions of the RFP and its subsequent amendments	A declaration confirming Acceptance of all terms and Conditions of the RFP and its subsequent amendments without any deviation.
5.	Annexure XI regarding annual turnover	Scanned copy of Annexure XI
II. Pre-Qualification Documents: Criteria as Mentioned in Clause 1 of Annexure IV.		
6.	Legal Entity	Copy of Incorporation Certificate, Partnership Deed etc.+ Copy of Registration Certificates with the GST & IT (PAN) Authorities
7.	Bidder's Credential	Annexure XII along with Work Order + Completion Certificates/ payment proof from client /certification from a Chartered Accountant certifying at least receipt of one payment in the claimed project and in case of ongoing projects, at least payment of 80% of the project cost
8.	Turnover	Certificate by Statutory Auditor/ Chartered Accountant stating turnover and net positive worth in required financial years as per Annexure VIII.
9.	FIT and Proper Person	Self-certificate and/or Letter of Undertaking to this effect on Bidder's letter head signed by Bidder' authorized signatory, as per conditions mentioned in Annexure IV.
III. Evaluation Criteria Documents: Criteria as Mentioned in Clause 2 of Annexure IV		
10.	Relevant experience of the bidder	Annexure XII along with Work Order + Completion Certificates/ payment proof from client /certification from a Chartered Accountant certifying at least receipt of one payment in the claimed project
11.	CV of Personnel	CVs as per format at Annexure XIII along with declaration regarding availability from the part of the resource. <i>CVs should contain a list of projects to be considered for evaluation with brief summary elaborating the suitability against requirement in evaluation criteria</i>
IV. Financial Bid		
12.	Financial Bid	As per format at Annexure VII, Price Bid Format. To be uploaded only in the Price Bid Section of CPP Portal.

ANNEXURE IV – ELIGIBILITY AND EVALUATION CRITERIA

7. Eligibility Criteria

Sl. No.	Parameter	Criteria
1.	Bid Security	Required Documents for EMD and Bid security as per clause 10 of RFP.
2.	Bid Submission Form	Scanned copy of Signed and Stamped Bid Submission Form as per Annexure IX .
3.	Legal Entity	Bidders should be a registered legal entity as on the date of submission of bid recognized under the legal statute of the country including any Company, Partnership firms/LLP for last 5 years on the date of submission of bid Registered with the Income Tax (PAN) and GST (GSTN) Authorities in India with active status
4.	Bidder's Credential	The bidders must have undertaken and delivered: i. at least 1 project with contract value of INR 6,24,00,000 and above OR ii. 2 projects of minimum INR 3,90,00,000 each OR iii. 3 projects of minimum INR 3,12,00,000 each, of Event Management Services with similar scope of work to Central or State Government/Autonomous Bodies/PSUs (in terms of payments received) in last three years ending on 30.12.2024.
5.	Turnover	The Bidder should have an average annual turnover of at least INR 5,00,00,000 (Five Crores) over the last three financial years ending March 2024.
6.	Declaration regarding Acceptance of all terms and conditions of the RFP and its subsequent amendments	A declaration confirming Acceptance of all the terms and conditions of the RFP and its subsequent amendments without any deviation.
7.	FIT and Proper Person	Bidder should be Fit and Proper person as per the criteria defined in this RFP document.

Conditions for Fit and Proper Person:

For the purpose of determining whether a Bidder is a 'Fit and Proper Person', SAI may take the indicative criteria mentioned below:

- a. Financial integrity of the Bidder.
- b. Ability of the Bidder to undertake all obligations set out under this RFP.
- c. Absence of convictions or civil liabilities against the Bidder.
- d. Absence of any previous debarment of the Bidder, in accordance with the General Financial Rules, 2017, provided such debarment still exists.
- e. Absence of any disqualification as specified below:
 - o Conviction of the Bidder or any of its respective directors, partners, executives, or key managerial personnel by any judicial body for any offence involving moral turpitude, economic offence, securities laws or fraud or any offence under the Prevention of Corruption Act, 1988 or the Indian Penal Code, or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as part of execution of a public procurement contract.
 - o Admission of an application for winding up or liquidation under the Insolvency and Bankruptcy Code, 2016 (IBC) or any Applicable Laws against the Bidder or any of its or their respective directors and partners.
 - o Any action or proceeding being initiated under the Insolvency and Bankruptcy Laws under the Applicable Law, including but not limited to declaration of Insolvency or Bankruptcy,

- disqualification or de-recognition by any professional body being initiated against the Bidder.
- Current or previous banning of the Bidder or its respective directors, partners, executives, or key managerial personnel by the governing body of any sport from involvement in the administration of or any form of participation in such sport, for any reason.
- Default by The Bidder or any of its or their respective directors, partners, executives, or key managerial personnel of any of its obligations to a financial institution or has defaulted on any of its obligations to a financial institution in the last 3 (three) financial years.
- The Bidder should not have been barred by the Central Government, any State Government, a statutory authority, or a public sector undertaking, as the case maybe, from participating in any project, and the bar subsists as on the date of submission of bids.

8. Evaluation Criteria

The technical bid of each eligible Bidder shall be evaluated in accordance with the following methodology:

Sl. No.	Criteria	Maximum Marks	Documents / Evidence Required
1.	<p>Relevant Experience of the Bidder as an Event Management Agency for Sporting Events (International & National) in last 5 years as on bid submission date.</p> <ul style="list-style-type: none"> • Multisport & Multivenue – 10 Marks per event • International Single Sport – 7.5 Marks per event • National Single Sport – 5 Marks per event <p>Maximum of two assignments to be submitted.</p>	20	<p>Work Order / LOA & Completion Certification</p> <p>Scope of work and Contract value to be mentioned in the supporting document.</p>
2.	<p>Minimum average annual turnover over any three of the previous five financial years up to year ending FY 2023-24 as mentioned below-</p> <ul style="list-style-type: none"> • Rs 5 crore to less than Rs 7.5 Crore- 4 Marks • Rs 7.5 crore to less than Rs 10 crore- 6 Marks • Rs 10 crore and above- 10 Marks 	10	Signed and scanned copy of Certificate from a Chartered accountant
3.	<p>Relevant Experience of Agency in undertaking similar events (International / National) with minimum contract value of Rs. 4 Cr.</p> <ul style="list-style-type: none"> • Single Project of min Rs 4 crores – 5 Marks • More than one project of min Rs. 4 crores - 10 Marks 	10	<p>Work Order / LOA & Completion Certification</p> <p>Scope of work and Contract value to be mentioned in the supporting document.</p>

4.	<p>Evaluation of Workforce Experience in managing and planning events of “International/National Repute/Sports Event” of the following Key Personnel.</p> <ul style="list-style-type: none"> ➤ Project Director – Minimum 10 years of work experience in the relevant domain or equivalent. 2 marks for meeting the criteria + up to 3 additional marks for relevant event experience. (Maximum 5 marks) ➤ Operations Head – Minimum 10 years of work experience in the relevant domain or equivalent. 2 marks for meeting the criteria + up to 3 additional marks for relevant event experience. (Maximum 5 marks) ➤ Branding Head – Minimum 5 years of work experience in the relevant domain or equivalent. 1 mark for meeting the criteria + up to 2 additional marks for relevant event experience. (Maximum 3 marks) ➤ Overlays Head – Minimum 5 years of work experience in the relevant domain or equivalent. 1 mark for meeting the criteria + up to 2 additional marks for relevant event experience. (Maximum 3 marks) ➤ Media Operations – Minimum 5 years of work experience in the relevant domain or equivalent. 1 mark for meeting the criteria + up to 2 additional marks for relevant event experience. (Maximum 3 marks) ➤ Marketing Head – Minimum 5 years of work experience in the relevant domain or equivalent. 1 mark for meeting the criteria + up to 2 additional marks for relevant event experience. (Maximum 3 marks) ➤ Volunteer Head – Minimum 5 years of work experience in the relevant domain or equivalent. 1 mark for meeting the criteria + up to 2 additional marks for relevant event experience. (Maximum 3 marks) <p>(Additional Marks Criteria - 1 mark each for every event of International Repute and 0.5 Marks each for every National repute event).</p>	25	<ul style="list-style-type: none"> • CVs of key personnel to be deployed highlighting only the relevant experience to be presented during the presentation. • The capacity in which they worked (designation) in the relevant events is to be mentioned specifically
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5.	<p>Work Plan and Methodology, Branding, Communication, PR & Media Plan</p> <p>[Marking Scheme: Marks will be allocated on the following subcomponents based on evidence of understanding of the scope of work as follows:</p> <ul style="list-style-type: none"> • Methodology to be followed in execution of work including timelines in Gantt Charts – 7 marks. • Organizational Structure (whole Workforce-time period of deployment be mentioned for each functional area) and deployment plan of workforce – 7 marks. • Innovation & Legacy Plan – 6 marks • PR, Communication & Media Plan (Pictorial presentation & Branding ideas walkthrough & execution plan) – 5 marks • Ideas on Host city/state activation plan – 5 marks • Medal, Trophy, Lapel Pins and Coffee Table Book Designs – 3 marks • Composite Logo for Para Games incorporating logos of “Khelo India” and “SAI” – 2 marks 	35	<ul style="list-style-type: none"> • Power-point Presentation to be prepared elaborating the proposed Work Plan and Methodology, Branding & Activation plan. • Clearly indicate the quality, quantity and timelines of engagement of Workforce with Para Games. • Samples: Accreditation cards, medals, souvenirs, branding, etc. may be presented. • Presentation to include the points suggested in adjacent column.
Total		100	
Qualifying Marks		70	

Note:

- *Minimum Sponsorship amount: INR 1,00,00,000 (exclusive of tax)*
- *The detailed BOQ to be submitted during the Financial Bid opening. The cost shall match the figure uploaded in the Financial Bid Format.*
- *Net Amount Payable = Total Bid – Total Amount Raised from Sponsors*
- *Bidder will have to specify the names of the sponsors which have been onboarded, category for which they have been onboarded and the amount raised from each sponsor*

Khelo India Para Games 2025 New Delhi (Tentative Schedule)												
S. No.	Sports	No. of Days	Venues	20-Mar (OC)	21-Mar	22-Mar	23-Mar	24-Mar	25-Mar	26-Mar	27-Mar (CC)	
				Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	
1	Para Archery	2	Football Training Ground, JLN Stadium							Para Archery - 2		
2	Para Athletics	3	JLN Stadium		Para Athletics - 3							
3	Para Powerlifting	4	Weightlifting Auditorium, JLN Stadium		Para Powerlifting - 4							
4	Para Badminton	3	Gymnastics Hall, IG Stadium	Para Badminton - 3								
5	Para Table Tennis	4					Para Table Tennis - 4					
6	Para Shooting	5	Dr Karni Singh Shooting Range		Para Shooting - 5							

Note: This is the tentative schedule for this edition of Khelo India Para Games, 2025 Delhi and is subject to change.

ANNEXURE V – BANK GUARANTEE FORM FOR BID SECURITY

Whereas _____ (hereinafter called the “Bidder”) has submitted its quotation dated _____ for the supply of (hereinafter called the “Bid”) against the SAI’s Bid Reference No. _____. Know all persons by these presents that we of _____ (Hereinafter called the “Bank”) having our registered office at _____ are bound unto Sports Authority of India, New Delhi 110003 (hereinafter called the “Purchaser) in the sum of _____ for which payment will and truly to be made to SAI, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of 2025. The conditions of this obligation are:

- (1) If the Bidder withdraws or amends, breaches the terms and conditions of the tender document, impairs or derogates from the Bid in any respect within the period of validity of this Bid.
- (2) If the Bidder having been notified of the acceptance of his Bid by the SAI during the period of its validity: -
 - a) Fails or refuses to furnish the performance security for the due Performance of the contract.
or
 - b) Fails or refuses to accept/execute the Rate Contract.

We undertake to pay SAI up to the above amount upon receipt of its first written demand, without the SAI having to substantiate its demand, provided that in its demand SAI will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition(s).

This guarantee will remain in force for a period of forty-five days after the period of Bid validity of ___ days i.e., for ___ days (___ days + 45 days) from the date of Bid Opening and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the authorized officer of the Bank)

.....
.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

ANNEXURE VI – BANK GUARANTEE FORM FOR PERFORMANCE SECURITY

To

_____.

WHEREAS _____(Name and address of the supplier) (Hereinafter called “the supplier”) has undertaken, in pursuance of Contract no _____ dated _____for (description of services) (herein after called “the contract”). AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee from a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract; AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid up to -----days beyond the date of expiry of contract period as per RFP.

(Signature with date of the authorized officer of the Bank)

.....

Name and designation of the officer

.....

.....

Seal, name & address of the Bank and address of the Branch

ANNEXURE VII – PRICE BID SUMMARY FORMAT

1. NET COST TO TENDERING AUTHORITY

Sl. No.	Name of Item	TOTAL AMOUNT Without Taxes in Rs. P	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	6	7
1	Net Cost to Tendering Authority				
1.01	Total Amount as per the Price Bid Summary	0.00	0.00	0.00	INR Zero Only
1.02	Total Sponsorship Amount	0.00	0.00	0.00	INR Zero Only
Total in Figures		0.00	0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only			

2. SPONSORSHIP

Sl. No.	Name of Item	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7
1	Sponsorship					
1.01	Principal Sponsor			0.00	0.00	INR Zero Only
1.02	Powered by Sponsor			0.00	0.00	INR Zero Only
1.03	Co-Powered by Sponsor			0.00	0.00	INR Zero Only
Total in Figures		0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only				

3. PRICE BID SUMMARY

Sl. No.	Name of Item	TOTAL AMOUNT Without Taxes in Rs. P	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6
1	Summary Sheet				
1.01	State Coordination	0.00	0.00	0.00	INR Zero Only
1.02	Event / Venue Operations	0.00	0.00	0.00	INR Zero Only
1.03	Accreditation	0.00	0.00	0.00	INR Zero Only
1.04	Invitation, Stationery & Collaterals	0.00	0.00	0.00	INR Zero Only
1.05	Design, Audio & Visuals	0.00	0.00	0.00	INR Zero Only
1.06	Sports Presentation	0.00	0.00	0.00	INR Zero Only
1.07	Spectator Engagement	0.00	0.00	0.00	INR Zero Only
1.08	Media Operations	0.00	0.00	0.00	INR Zero Only
1.09	Branding	0.00	0.00	0.00	INR Zero Only
1.10	Venue Overlays & ICT Hardware	0.00	0.00	0.00	INR Zero Only
1.11	Post Games Report	0.00	0.00	0.00	INR Zero Only
1.12	Host City Activation	0.00	0.00	0.00	INR Zero Only
1.13	Workforce	0.00	0.00	0.00	INR Zero Only
Total in Figures		0.00	0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only			

ANNEXURE VII (a) – BOQ for State Coordination

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	State Coordination									
1.01	State Liasoning Officer Head	1	Per No.	30		0.00		0.00	0.00	INR Zero Only
1.02	SLO Supervisors / Team Lead	4	Per No.	30		0.00		0.00	0.00	INR Zero Only
1.03	State Liasoning Officers	20	Per No.	30		0.00		0.00	0.00	INR Zero Only
Total in Figures		25				0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (b) – BOQ for Event/Venue Operations

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Event / Venue Operations (Workforce)									
1.01	Core Team	3	Per No.	30		0.00		0.00	0.00	INR Zero Only
1.02	Functional Head	9	Per No.	25		0.00		0.00	0.00	INR Zero Only
1.03	Accreditation Team	6	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.04	Sports Presentation Team	9	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.05	Invitation, Collateral and Protocol Team	4	Per No.	30		0.00		0.00	0.00	INR Zero Only
1.06	Spectator Engagement Team	3	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.07	GMS and ICT Hardware Support Team	5	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.08	Sports Kit Distribution & Coordination Team	3	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.09	Volunteer Management Team	4	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.1	Venue Branding Team	3	Per No.	20		0.00		0.00	0.00	INR Zero Only
1.11	Operations Team	4	Per No.	30		0.00		0.00	0.00	INR Zero Only
1.12	Overlays Team	6	Per No.	25		0.00		0.00	0.00	INR Zero Only
Total in Figures		59				0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (c) – BOQ for Accreditation

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Accreditation									
1.01	<p>Accreditation Cards along with Lanyards including QR CODE / Barcode</p> <p>Standard size of PVC card (with different card types/ different colors)</p> <p>Technical Specification of Accreditation Card Material: PVC Thermal ID Thickness: 0.75mm/750 microns Size: (88 mm x 130 mm or 3.4 x 5.11 inches). Design options must be provided by EMA. Logo will be provided once tender is awarded.</p> <p>Technical Specification of Lanyards 16 mm wide thickness. 36 inch length Rotating metal C. Hook. Lanyard Fabric (Satin) Printed lanyard (Dye Sub Printing). Custom printing logo, event details. Approval of Sample to be taken from SAI Standard smaller in size with different colour as per the category</p>	3800	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.02	<p>Generic pre- printed day passes along with Lamination Pouch and Lanyards including QR CODE / Barcode</p> <p>Technical Specification of Lamination Pouch for Emergency Day Pass Material: PET+EVA. Thickness: 0.30mm/300 microns Melting Point: 110 degrees Celsius. Lamination Temperature: 110-140 degree Celsius Size: (88 mm x 130 mm or 3.4 x 5.11 inches) paper passes</p> <p>Technical Specification of Accreditation Cards/Passes Paper. 220 GSM Size: (88 mm x 130 mm or 3.4 x 5.11 inches)</p> <p>Technical Specification of Lanyards 16 mm wide thickness. 36 mm length Rotating metal C. Hook. Lanyard Fabric (Satin) Printed lanyard (Dye Sub Printing). Custom printing logo, event details. Approval of Sample to be taken from SAI</p>	750	Per No.	1		0.00		0.00	0.00	INR Zero Only

1.03	QR Code/ Barcode Scanner at each Venue Scanner with Manpower in Event T-shirt for Entire Day of Event Duration	9	Per No.	10		0.00		0.00	0.00	INR Zero Only
1.04	Media / Photographer Bibs Media and Photographer with Digital Printing of Logo and Media/Photographer on bibs. To be handed over to media operations team.	40	Per No.	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (d) – BOQ for Invitations, Stationery & Collaterals

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Invitations for Ceremonies									
1.01	VVIP - Invite + Envelopes For Ministers, Dignitaries etc. A4 size, envelope to contain leaflets for Games invitation, fixtures, schedule, car pass, etc. Leaflets for Launch / Opening / Closing Ceremony to be inserted on need basis.	500	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.02	VIP - Invite + Envelopes For Media, School & College Principals, etc. A4 size, separate invites for Opening Ceremony & the Games. The envelope to contain leaflets for Games invitation, fixtures, schedule, car pass, etc. Leaflets for Launch / Opening / Closing Ceremony to be inserted on need basis.	300	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.03	General - Invite + Envelopes + Schedule General Invite A4 size, envelope to include invite & fixtures. Leaflets for Launch / Opening / Closing Ceremony to be inserted on need basis.	1000	Per No.	1		0.00		0.00	0.00	INR Zero Only
2	Collaterals									
2.01	Brochures A5 with 4 pages	100	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.02	Game specific fixtures A5 with 2 pages	100	Per No.	1		0.00		0.00	0.00	INR Zero Only

2.03	Posters Standard size - A3	100	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.04	Note pad A5 with 20 pages	100	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.05	Certificate (participation/ merit/ volunteers) A4 Size 300 GSM, Golden Metallic Sheet	4000	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.06	Certificate Courier Envelopes A3 Size Polynet Cloth lined Envelope Courier Cover Self-Seal Document Pouch for Certificate.	80	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.07	Vehicle access parking Permit Stickers A5 Size	2500	Per No.	1		0.00		0.00	0.00	INR Zero Only
3	Stationery									
3.01	Scissors Stainless steel with non-slip grip for extra safety	30	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.02	Clipboards A4 with strong plain base with strong metal clip with attached non slip material on the edges	30	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.03	Stationery Kit Pencil - 5 nos. Pens - 2 nos. each (Blue, Red, Black) Rubber / Shapner - 2nos. each Marker - 3nos. Stapler No. 10 - 2 nos. Stapler Pins No. 10 - 5box. Highlighter - 4nos. Whitener - 1no. Paper Punching - 1no. Paper Marking - 2nos. Paper Files - 4nos. (for keeping A4 size papers) Glue Stick - 1no. any others	30	Per No.	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (e) – BOQ for Design, Audio and Visuals

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Design Agency									
1.01	Designing and creation of content for Invitations, Stationery, Collaterals, Accreditation, Lanyard, Posters, Hoardings, Flyers, T-shirts and other apparel, Brochures, Promotional Materials, Booklets, Seminar Kits, Leaflets, Newspaper advertisements, Banners/Infographics, Interactive banners/GIFs, Interstitial Banners, Accreditation template, In-stadia Branding, Vehicle Passes, Balloon Brandings, Press Backdrop, Standees, Drop-downs, Building Brandings, Vehicle Branding, Equipment Branding, Running Board Branding, Broadcaster Branding, LED Branding content, TSR Templates, E-Fixtures, Helpdesk, Sports Presentation Backdrop, Victory Stand Branding, Medals, certificates, plaque, souvenirs & trophy design, Food Coupons, Hand Bands, Score Boards – Games Specific, Advertisement Creative for release in newspaper and other publications. Print file as per the fabrication dimensions to be incorporated and shared with the team. (As per the scope of work)	1	Overall Cost / Lumpsum	1		0.00		0.00	0.00	INR Zero Only
2	Audio and Visuals									
2.01	4K HD Photography and Videography including Manpower and Deliverables (As per the scope of work)	1	Overall Cost / Lumpsum	1		0.00		0.00	0.00	INR Zero Only
2.02	TVC of 60 seconds with an option of edits in Multiple Language.	3	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.03	Radio Jingles	2	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.04	Animation Videos	3	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.05	AV Fee, AV 1, AV 2.....AV 4Videos of Manual of each Functional Areas (Accreditation, State Co-ordination, etc) of 2 Minutes each (As per the scope of work)	4	Per No.	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (f) – BOQ for Sports Presentation

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Medals									
1.01	Gold painted medal with lanyard & medal box 3'' size Round kaskoot / zinc Medal as per sample weight 80 gms with LOGO embossing with multi- colors and other side small logo with design provided by us with 1" Lanyard and Engraved Wooden Box inside velvet base.	210	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.02	Silver painted medal with lanyard & medal box 3'' size Round kaskoot / zinc Medal as per sample weight 80 gms with LOGO embossing with multi- colors and other side small logo with design provided by us with 1" Lanyard and Engraved Wooden Box inside velvet base.	210	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.03	Bronze painted medal with lanyard & medal box 3'' size Round kaskoot / zinc Medal as per sample weight 80 gms with LOGO embossing with multi- colors and other side small logo with design provided by us with 1" Lanyard and Engraved Wooden Box inside velvet base.	210	Per No.	1		0.00		0.00	0.00	INR Zero Only
2	Trophies									
2.01	Overall Champions Trophy Total height 26'' includes 6'' height double wooden stand	2	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.02	Overall Runners-Up Trophy Total height 22'' includes 6'' height double wooden stand	2	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.03	Overall 2nd Runners-Up Trophy Total height 18'' includes 5'' height double wooden stand	2	Per No.	1		0.00		0.00	0.00	INR Zero Only

2.04	Trophies for Sport First Position Trophy 16" height includes 5" wooden stand with glossy polish	12	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.05	Trophies for Sport Second Position Trophy 14.75" height includes 4" wooden stand with glossy polish	12	Per No.	1		0.00		0.00	0.00	INR Zero Only
2.06	Trophies for Sport Third Position Trophy 13" height includes 3.5" wooden stand with glossy polish	12	Per No.	1		0.00		0.00	0.00	INR Zero Only
3	Souvenirs									
3.01	Souvenir Category of value upto INR 500, following options to be considered: 1. Limited edition wooden plaques for dignitaries 2. Acrylic shields 3. Small tabletop replicas of Games torch 4. Ceramic memento plates displaying local culture 5. Any other souvenir idea suggested	500	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.02	Lapel Pin Approx 1" X 2"	500	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.03	Commemorative Medal 3" size round medal as per sample weight 100 gms with logo embossing with multi-colors & other side small logo with write up (provided by KIPG) with wooden box inside velvet base	500	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.04	DJ (Sports Presentation / FOP / Cultural Evening and any other) Man days spread across the entire duration of the event	6	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.05	MC (Sports Presentation / FOP / Cultural Evening and any other) Man days spread across the entire duration of the event	6	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.06	Manpower for Mascots Man days spread across the entire duration of the event	9	Per No.	7		0.00		0.00	0.00	INR Zero Only

3.07	PA Sound system of upto 5000 watts - Big Set up covering a big FOP (including Cordless Mics, Podium Mic, DJ Console, and sound monitor/console) Cost per day per system	5	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.08	PA Sound system of upto 2000 watts - Small Set up covering a small FOP (including Cordless Mics, Podium Mic, DJ Console, and sound monitor/console) Cost per day per system	3	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.09	Presentaton ceremony setup (for all 7 sports) Cost to include hostesses, ushers, trays, backdrop, confetti blast, stage, carpet, and other necessary requirements as needed by the bidder	1	lumpsum	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (g) – BOQ for Spectator Engagement

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Spectator Engagement									
1.01	On the Spot Games 6 days	1	Per No.	6		0.00		0.00	0.00	INR Zero Only
1.02	Cultural Activities - Evening at Delhi Including Tech Rider Must include DJ and minimum of two (2) performances. For 90 Minutes	1	Per No.	6		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (h) – BOQ for Media Operations

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words	
1	2	3	4	5	6	7	8	9	10	11	
1	Media Operations										
1.01	<p>Press Agency Fee</p> <p>Overall fee of Media Operations which includes the following:</p> <ol style="list-style-type: none"> 1. Appointment of a press coordinator to integrate all stakeholder press and PR initiatives and local tie up for adequate coverage in local press, assisting in accreditation of media persons. 2. Press Coverage focussed on Khelo India initiative. 3. Cross promotion of Khelo India social media tags with Press coverage. 4. Sharing Press Releases as per requirements of Khelo India initiative. 5. Creation of Social Media Content from site which apart from prints/still photos also include 8-10 videos of 30 seconds each per day of the event. A Social Media War room is to be built for this purpose. 6. Manpower <ol style="list-style-type: none"> a. 1 Senior Sports Journalists (with experience minimum of 12 years out of which 1 resource should have in-depth Knowledge of the Host state and should have experience of working in reputed print media organisations) b. 2 Writers with a minimum 3 years of experience c. 3 Manpower for Social Media (1 for each Venue) d. Team Lead for Social Media for Creative & Strategical Planning. e. Translators for English, Hindi & other regional language 7. Create and disseminate a timeline of sub events through the games and post event coverage which includes: <ol style="list-style-type: none"> a. Exclusive newsworthy interviews b. Inspirational stories c. Behind the scenes d. People on top- their vision and thoughts e. Story so far f. Social impact reports 8. Agency to make a minimum of 3000 Coverages throughout the period of the games. (Print Media, Digital Media) 	1	Overall Cost	1		0.00		0.00	0.00	INR Zero Only	
Total in Figures							0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only									

ANNEXURE VII (i) – BOQ for Branding

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Branding									
1.01	Flex & Frame / Inside & Outside MS Pipe Frame with 320 GSM Blackback Star Flex (Backdrops, Venue Branding, Main Gate Arch, Champions Board, A Boards, Signages at Venue, FOP Zoning, Box Branding, Standees, Directional Totem, and any others) as per the sepcific dimensions to be identified for different Venues.	12000	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.02	Vinyl Branding Vinyl Printing and Pasting	3000	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.03	Vinyl on Sunboard Branding Vinyl Printing and Pasting on 3mm Sunboard with Matte Lamination	1000	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.04	Vinyl on Sunboard Branding Vinyl Printing and Pasting on 5mm Sunboard with Matte Lamination	1000	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.05	One Way Vision Vinyl Printing and Pasting	500	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.06	Roll Up Standees 3ft x 6ft with 320 GSM Blackback Star Flex	60	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.07	Box Branding MS Pipe Frame with 320 GSM Blockout Star Flex in box Shape	3000	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only
1.08	Stickering Printing and Pasting Branding requirement	800	Per Sqft.	1		0.00		0.00	0.00	INR Zero Only

1.09	Teardrop Banners Knitted Polyester (stands/poles/base to be provided). To be placed across the stadium concourse Small (Upto 8.5 feet)	15	Per No.	1		0.00	0.00	0.00	INR Zero Only
1.10	Teardrop Banners Knitted Polyester (stands/poles/base to be provided). To be placed across the stadium concourse Medium (Upto 10.5 feet)	15	Per No.	1		0.00	0.00	0.00	INR Zero Only
1.11	Teardrop Banners Knitted Polyester (stands/poles/base to be provided). To be placed across the stadium concourse Large (Upto 14 feet)	15	Per No.	1		0.00	0.00	0.00	INR Zero Only
1.12	Drop Down Flex 320 GSM Blackback Star Flex as per the specific dimensions identified for the different buildings	3000	Per Sqft.	1		0.00	0.00	0.00	INR Zero Only
1.13	Drop Down Flex Mesh Fabric. Media to be held in its position either with the help of existing horizontal pipes.	3000	Per Sqft.	1		0.00	0.00	0.00	INR Zero Only
1.14	Design, Supply and Commissioning of Helium Balloons 15 ft diameter To be provided with graphic printing and to have the capability of being elevated to a height of 80-100 feet	3	Per No.	11		0.00	0.00	0.00	INR Zero Only
1.15	Pole Branding Knitted Polyester. Media to be held in its position either with the help of existing horizontal pipes. Velcro strips to be provided to hold the banner in place.	2500	Per Sqft.	1		0.00	0.00	0.00	INR Zero Only
1.16	Flags	20	Per No.	1		0.00	0.00	0.00	INR Zero Only
Total in Figures						0.00	0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only							

Note:

Shifting of any elements and fixing it again is to be borne by EMA.

EMA to give proper support for venue branding and other elements where ever required.

ANNEXURE VII (j) – BOQ for Overlays & ICT Hardware

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Tentage									
1.0 1	<p>German Hanger (20M X 20M)</p> <p>a) Side height 4m and Center height 8.87m with wooden platform with carpeting as flooring, water proof tentage satin cloth draping on the ceiling with air condition</p> <p>b) Electrical / Technology: - . Minimum lighting levels of 1200 lux (if broadcasting of particular sports, then required lux level would be 1800 to 2400 lux) . Adequate safety lighting . 5A electrical sockets . Sufficient Size electrical panel connections</p> <p>c) The tent shall be constructed in accordance with National Building Code and Practices and shall be furnished with fire extinguishers to meet necessary fire regulations governing temporary structures.</p> <p>d) Cabling from nearest electrical source/DG Set is to be ensured.</p> <p>e) AC with Hanger Temperature at 22^ Degree.</p> <p>f) Interior AC Duck to be covered with Octornum Panels and Branding.</p>	2	Per No.	10		0.00		0.00	0.00	INR Zero Only
1.0 2	<p>German Hanger (20M X 30M)</p> <p>a) Side height 4m and Center height 8.87m with wooden platform with carpeting as flooring, water proof tentage satin cloth draping on the ceiling with air condition</p> <p>b) Electrical / Technology: - . Minimum lighting levels of 1200 lux (if broadcasting of particular sports, then required lux level would be 1800 to 2400 lux). Adequate safety lighting. 5A electrical sockets. Sufficient Size electrical panel connections</p> <p>c) The tent shall be constructed in accordance with National Building Code and Practices and shall be furnished with fire extinguishers to meet necessary fire regulations governing temporary structures.</p> <p>d) Cabling from nearest electrical source/DG Set is to be ensured.</p> <p>e) AC with Hanger Temperature at 22^ Degree.</p> <p>f) Interior AC Duck to be covered with Octornum Panels and Branding.</p>	1	Per No.	10		0.00		0.00	0.00	INR Zero Only

1.0 3	Pagoda Tents (3M X 3M) Supply, erection and dis- assembling of tents of a) As specified with minimum internal height of 2.5m with two removable sides. b) Material : Ceiling and Sides - Opaque PVC canvas material. c) Electrical / Technology: . Minimum lighting levels of 600 lux . Adequate safety lighting . 5A electrical sockets . Sufficient Size electrical panel connections d) The tent shall be constructed in accordance with National Building Code and Practices and shall be furnished with fire extinguishers to meet necessary fire regulations governing temporary structures. e) Cabling from nearest electrical source/DG Set is to be ensured. e) Pagoda Temperature to be maintained at 22^ Degree. f) Interior AC Duck to be covered with Octornum Panels and Branding	20	Per No.	6	0.00	0.00	0.00	INR Zero Only
1.0 4	Pagoda Tents (5M X 5M) Supply, erection and dis- assembling of tents of a) As specified with minimum internal height of 2.5m with two removable sides. b) Material : Ceiling and Sides - Opaque PVC canvas material. c) Electrical / Technology: . Minimum lighting levels of 600 lux . Adequate safety lighting . 5A electrical sockets . Sufficient Size electrical panel connections d) The tent shall be constructed in accordance with National Building Code and Practices and shall be furnished with fire extinguishers to meet necessary fire regulations governing temporary structures. e) Cabling from nearest electrical source/DG Set is to be ensured. e) Pagoda Temperature to be maintained at 22^ Degree. f) Interior AC Duck to be covered with Octornum Panels and Branding	25	Per No.	6	0.00	0.00	0.00	INR Zero Only
1.0 5	Octonorm Panels Height -2.5 M (average size 4m x 3m / 3m x 3m) Partitions shall be made in prefabricated aluminum sections with laminated panels. And Laminated Doors with knob, lock and key for each rooms.	3000	RMT	7	0.00	0.00	0.00	INR Zero Only
1.0 6	Chinese Tents/Canopy (3M X 3M) Canopy with platform and carpeting	25	Per No.	6	0.00	0.00	0.00	INR Zero Only
1.0 7	Patio Umbrella (Height - 2.5 M) Branded Umbrella with Base	4	Per No.	1	0.00	0.00	0.00	INR Zero Only
2	Platforms							
2.0 1	Wooden Platforms 19 mm 2 layered BWP with hardwood framing of minimum 4 inch.	2000 0	Per Sqft.	7	0.00	0.00	0.00	INR Zero Only
2.0 2	Stage (1' Height) Stage of wooden platform with 4' wide x 6" high wooden risers on 2 sides. Stage size may vary as per the design.	1500 0	Per Sqft.	7	0.00	0.00	0.00	INR Zero Only
2.0 3	Stage (2' Height) Stage of wooden platform with 4' wide x 6" high wooden risers on 2 sides. Stage size may vary as per the design.	3000	Per Sqft.	7	0.00	0.00	0.00	INR Zero Only

2.0 4	Stage (4' Height) Stage of wooden platform with 4' wide x 6" high wooden risers on 2 sides. Stage size may vary as per the design.	2000	Per Sqft.	7		0.00	0.00	0.00	INR Zero Only
2.0 5	Steps (1' / 1.5' / 2' / 2.5' / 4' Ht) Steps as per the stage and riser requirements	10	Per No.	7		0.00	0.00	0.00	INR Zero Only
2.0 6	Plywood wall behind the target for safety (archery targets) (Height - 10ft) Plywood Walls with Black/ Green Cloth or Fabric will be required with proper support. Wherever required to erect the wall behind the target and partition walls.	230	Rft.	4		0.00	0.00	0.00	INR Zero Only
2.0 7	Blinds for Finals (Archery) (8ft x 8ft) Plywood Walls with Black/ Green Cloth or Fabric will be required with proper support. Wherever required to erect the wall behind the target and partition walls.	16	Rft.	1		0.00	0.00	0.00	INR Zero Only
2.0 8	Victory Stand (7.5M * 1M) Tiered victory stand dimensions: 1x1m of separate boxes total 3nos (1set) and ht should be as per SAI (Team Sports and Individual sports to be made as per dimensions)	4	Per No.	4		0.00	0.00	0.00	INR Zero Only
3	Furniture, Fixtures & Equipment								
3.0 1	Executive Table (5'X2') Wooden Table	30	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 2	Table (4'X2') Wooden Tables/ Plastic Tables with cloth & Frills	450	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 3	Buffet Table (6'X19'6") Wooden Tables/ Plastic Tables with cloth as per requirement	150	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 4	Round Table (6' Dia) Wooden Tables/ Plastic Tables with cloth as per requirement	50	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 5	Executive chair Height: 38.75"-41.75" 98-106 cm, Width: 23" 58 cm, Depth: 23" 58 cm, Seat Height: 18.25"-21.5" 46-55 cm, Arm Height: 24.5"-27.5" 62-70 cm overall Wheeled Chair with Leatherette. Upholstery with Back Support and Side Arms Materials Polished or powder-coated aluminum base and frame; leather upholstery	70	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 6	Metal Chair with cushion (59.9D x 69.6W x 90.9H Centimeters) Chair with Leatherette Upholstery with Back Support and Side Arms	1000	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 7	Plastic chair Width - 415 mm, Height - 830 mm, Length - 410 mm Plastic chair with arm support	1500	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 8	Folding Stools Height - 1 ft, canvas seating with iron frame	6	Per No.	7		0.00	0.00	0.00	INR Zero Only
3.0 9	Benches for Players Seating (6' X 3' X 1.5'H) Wooden Benches for Players to sit (Dugouts, holding area, changing rooms, substitutes, etc)	5	Per No.	7		0.00	0.00	0.00	INR Zero Only

3.1 0	Sofa (2 seater) Seamless design of plush seating in quality leather	150	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 1	Sofa (1 seater) Seamless design of plush seating in quality leather	10	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 2	Coffee Tables (1.2 M X 0.6M X 0.4M) Wooden Polished Centre table	80	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 3	Massage tables (28" W X 72" L X 23" H) 2" Thick Cushion of Multi-Layer Foam, Oil & Waterproof. Portable & Foldable	5	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 4	Towel Baskets (12" x 9.5" x 4.5" (L*B*H)) Jute or composite material	50	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.1 5	Shuttle Box (3' x 5' x 2.5 (W*L*H)) 18 inches square; one on each court for Para Badminton	6	Per No.	1		0.00		0.00	0.00	INR Zero Only
3.1 6	Almirah (52" H X 15" W X 26.5" D) Precision steel ball-bearings. High-side drawers accept letter size hanging file folders. Core-removable lock. Aluminium handles and label holders.	30	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 7	White Boards (4' X 2') White Board With Stand	10	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.1 8	Portable Sauna Bath (LxWxH - 72 x 78 x 87 Centimeters) A multi-purpose bathtub that folds into a flat and portable size 220V Style- Deluxe, Heavy, Portable	15	Per No.	4		0.00		0.00	0.00	INR Zero Only
3.1 9	Fridge (185 ltr) Fridge should be branded and Capacity of 185 ltr	20	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.2 0	Fan (Diameter - 35cm) Standing/ Mobile Fans	65	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.2 1	AC (2 Ton) Standing / Mobile AC	5	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.2 2	Air Cooler 160-200 square feet, 21 to 60 liters High efficiency honeycomb pads, For rooms upto 15 Sqm	30	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.2 3	Wash Basin Movable wash basin with water container (water to be ensured throughout the day).	50	Per No.	7		0.00		0.00	0.00	INR Zero Only
3.2 4	Heater & Blower For Para Archery Cord storage and rear safety cover, Frequency (hertz): AC 5 Hz. Power input : 230 V Over heat protection and tilt over switch for safety Thermostatic heat control, quick heating with PTC fan and castor wheels for easy mobility 3 power settings 1/15/25 watts and an additional 4 watts (Heater + Fan) Thermostatic heat control PTC heater with fan	10	Per No.	5		0.00		0.00	0.00	INR Zero Only
3.2 5	Extension cords Copper Wire required at various points for extending the powerrequirement to desired locations.	310	Per No.	7		0.00		0.00	0.00	INR Zero Only
4	Barricading									

4.0 1	Bamboo Barricading / Wooden Frame with cloth masking (10' Height) Black / White cloth masking	1100	Rft.	7		0.00		0.00	0.00	INR Zero Only
4.0 2	Mojo Barricading (4' Height) A vertical part that locks into a horizontal floor plate with two braces at the back.	2400	Rft.	5		0.00		0.00	0.00	INR Zero Only
4.0 3	Queue Manager (Set of 2 nos.) Set Of Two Pieces Stainless Steel-Retractable Belt Stanchions Size (L x H x W)- 350 x 350 x 1025 mm, Belt Width- 50 mm, Belt Length- 3 m, Pole Diameter- 65 mm, Base Size- 350 x 350 mm	200	Per No.	7		0.00		0.00	0.00	INR Zero Only
5	Others									
5.0 1	Chemical toilets Portable toilet with PVC / MS frame body. Plumbing with quality EWC, flush tank, taps and washbasin. Waste removal and cleaning staff, water facility, plumbing and tank (2000 liter to 5000 liter water tank will be keep on 8 feet height. Platform provisioning subject to the identified area. Para friendly	10	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.0 2	Chemical toilets Accessible for Para Athletes	8	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.0 3	Mat (for Athletics)	300	RMT	1		0.00		0.00	0.00	INR Zero Only
5.0 4	Toiletries	1	lump sum	1		0.00		0.00	0.00	INR Zero Only
5.0 5	Reflective Caution Tape	80	Per No.	1		0.00		0.00	0.00	INR Zero Only
5.0 6	Anti Skid Tape	60	Per No.	1		0.00		0.00	0.00	INR Zero Only
5.0 7	Walkie-Talkie Make of reputed Brand like Motorola/ Yashica or equivalent, VHF Devices	90	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.0 8	Mega Phone for (Para Athletics) Mega phone with batteries and mic	3	Per No.	4		0.00		0.00	0.00	INR Zero Only
5.0 9	Ice Ice made with RO water in small polybags of sizes ranging from 5kg to 10 kg. SAI will intimate the day-wise requirement of ice from as per the match schedule.	650	KG	7		0.00		0.00	0.00	INR Zero Only
5.1 0	Ice Box Capacity - 10 L • Lightweight portable Chiller Ice Box with high performance insulation to keep contents chilled for up to 12h. • Very robust cool box with strong handle for assured durability and easy one-hand portability. The lid reverses to become a serving tray • The cool box interior is BPA free Ice Box Dimensions	30	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.1 1	Carpets Carpet 3mm with Laying and Installation 3m / 2m width - each roll	1000 0	RMT	1		0.00		0.00	0.00	INR Zero Only
5.1 2	LED Screen 12' X 8'	4	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.1 3	Mirror	25	Per No.	1		0.00		0.00	0.00	INR Zero

										Only
5.1 4	Cloth Hanger	40	Per No.	1		0.00		0.00	0.00	INR Zero Only
5.1 5	Double Door	25	Per No.	1		0.00		0.00	0.00	INR Zero Only
5.1 6	Railing	4500	Rft.	1		0.00		0.00	0.00	INR Zero Only
5.1 7	Fire Extinguishers Multipurpose Uses ABC Type fire extinguisher 2 Kg with 5 years Warranty.	85	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.1 8	Bins (30 L) Plastic/Metal bins with garbage bags (Wet & dry bins to be labelled separately).	250	Per No.	7		0.00		0.00	0.00	INR Zero Only
5.1 9	Bins (5 L) Plastic/Metal bins with garbage bags (Wet & dry bins to be labelled separately).	150	Per No.	7		0.00		0.00	0.00	INR Zero Only
6	Broadcasting Requirements									
6.0 1	Camera Platform (8' L X 4' W X 6' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	7	Per No.	6		0.00		0.00	0.00	INR Zero Only
6.0 2	Camera Platform (8' L X 8' W X 4' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	5		0.00		0.00	0.00	INR Zero Only
6.0 3	Camera Platform (8' L X 8' W X 5' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	6		0.00		0.00	0.00	INR Zero Only
6.0 4	Camera Platform (8' L X 8' W X 8' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	6	Per No.	7		0.00		0.00	0.00	INR Zero Only
6.0 5	Camera Platform (12' L X 8' W X 15' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working	1	Per No.	7		0.00		0.00	0.00	INR Zero Only

	platform etc. Height as per broadcasting requirement upto 5 meter.								
6.0 6	Camera Platform (8' L X 8' W X 12' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.0 7	Camera Platform (8' L X 8' W X 10' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.0 8	Camera Platform (12' L X 8' W X 12' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.0 9	Camera Riser (8' L X 4' W X 6' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	7	Per No.	6		0.00	0.00	0.00	INR Zero Only
6.1 0	Camera Riser (8' L X 8' W X 4' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	5		0.00	0.00	0.00	INR Zero Only
6.1 1	Camera Riser (8' L X 8' W X 5' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	6		0.00	0.00	0.00	INR Zero Only
6.1 2	Camera Riser (8' L X 8' W X 8' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	6	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.1 3	Camera Riser (12' L X 8' W X 15' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm	1	Per No.	7		0.00	0.00	0.00	INR Zero Only

	dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.								
6.1 4	Camera Riser (8' L X 8' W X 12' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.1 5	Camera Riser (8' L X 8' W X 10' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.1 6	Camera Riser (12' L X 8' W X 12' H) Black Masking and Ladder as per the platform height Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.1 7	Scaffolding Providing and fixing double scaffolding system (cup lock type) made with 40 mm dia M.S. tube 1.5 m centre to centre, horizontal & vertical tubes joining with cup & lock system with M.S. tubes, M.S. tube challies, M.S. clamps and M.S. staircase system in the scaffolding for working platform etc. Height as per broadcasting requirement upto 5 meter.	15	Per No.	7		0.00	0.00	0.00	INR Zero Only
6.1 8	Wire Manager (Length : 1m) Material: NR/SBR Rubber • Hardness: 80 ShA • Density: 1.9 g/cm ³ Wire managers to bear the load of heavy vehicular and pedestrian traffic with a high-visibility, anti-slip yellow cover	300	Per No.	7		0.00	0.00	0.00	INR Zero Only
7	DG Sets								
7.0 1	250 KVA 3 phase cabling, earthing, change over, distribution panel which is suitable for entire duration of the event, to run as per site requirement with capacity switch gear and distribution cables of adequate size and length, with all consumables, operation and maintenance. The cost of fuel for running per hour is to be mentioned in respect of each of the DG Set. The final bills for fuel shall be verified against the running hours per day in respect of each DG Set. Cost of Genset to be consider with 12 hours of fuel.	2	Per No.	8		0.00	0.00	0.00	INR Zero Only
7.0 2	125 KVA 3 phase cabling, earthing, change over, distribution panel which is suitable for entire duration of the event, to run as per site requirement with capacity switch gear and distribution cables of adequate size and length, with all consumables, operation and maintenance. The cost of fuel for running per hour is to be mentioned in respect of each of the DG Set. The final bills for fuel shall be verified	8	Per No.	5		0.00	0.00	0.00	INR Zero Only

	against the running hours per day in respect of each DG Set. Cost of Genset to be consider with 12 hours of fuel.								
7.0 3	62.5 KVA 3 phase cabling, earthing, change over, distribution panel which is suitable for entire duration of the event, to run as per site requirement with capacity switch gear and distribution cables of adequate size and length, with all consumables, operation and maintenance. The cost of fuel for running per hour is to be mentioned in respect of each of the DG Set. The final bills for fuel shall be verified against the running hours per day in respect of each DG Set. Cost of Genset to be consider with 12 hours of fuel.	12	Per No.	8		0.00	0.00	0.00	INR Zero Only
8	Lights								
8.0 1	SPORTS LIGHTING (2500 lux) LED lights with movable fixtures	6	Per No.	7		0.00	0.00	0.00	INR Zero Only
8.0 2	Trussing for Lights 400mm to 1000mm with Base Plate/ support legs. Black Cloth masking to be done for truss and cables to be hidden.	10	RMT	7		0.00	0.00	0.00	INR Zero Only
8.0 3	T Truss Aluminium material, sizes may vary subject to requirements	1	Per No.	7		0.00	0.00	0.00	INR Zero Only
9	ICT Hardware								
9.0 1	Dedicated Leased Lines 200 MBPS (TSR - 200 Mbps) WiFi Enabled High speed internet with LAN at all venues and FOPs alongwith routers, repeaters, switches and other hardware.	6	Per No.	8		0.00	0.00	0.00	INR Zero Only
9.0 2	Dedicated Leased Lines 300 MBPS (Media - 100 Mbps & Broadcast - 200 Mbps) WiFi Enabled High speed internet with LAN at all venues and FOPs alongwith routers, repeaters, switches and other hardware.	6	Per No.	8		0.00	0.00	0.00	INR Zero Only
9.0 3	CCTV Surveillance Camera System Services, Installation & Commissioning Consisting of at least three camera, lens, monitor and recorder, a CCTV system can be scaled up or down depending on the size of area surveillance. CCTV works by the camera or cameras taking a constant sequence of images that are then transmitted by cable or wirelessly to the recording device and then on to the display monitor, which enables an individual to see the sequence of images as video footage. Depending on the type of cameras used, they may also have the ability to zoom in and out and rotate 360 degrees.	6	Per No.	10		0.00	0.00	0.00	INR Zero Only
9.0 4	Tata Sky Connection	12	Per No.	7		0.00	0.00	0.00	INR Zero Only
9.0 5	Plasma TV with Stand (55 inch) with stand and HDMI Cable	50	Per No.	7		0.00	0.00	0.00	INR Zero Only
9.0 6	Bludges	200	RMT	1		0.00	0.00	0.00	INR Zero Only
9.0 7	Ramp As mentioned in the IPC guideline https://www.paralympic.org/sites/default/files/document/160307102314920_IPC+Accessibility+Guide.pdf	200	Per No.	7		0.00	0.00	0.00	INR Zero Only
9.0 8	Laptop i5 processor	50	Per No.	7		0.00	0.00	0.00	INR Zero Only
9.0	Hard Disc	4	Per	1		0.00	0.00	0.00	INR

9	2 TB		No.							Zero Only
9.1 0	Printers All in one Color Printer with Scanner	20	Per No.	7		0.00		0.00	0.00	INR Zero Only
9.1 1	Pendrive 128 GB	6	Per No.	1		0.00		0.00	0.00	INR Zero Only
9.1 2	Spare Toner for black & white and color	30	Per No.	1		0.00		0.00	0.00	INR Zero Only
9.1 3	HDMI Cable 25mtr each	12	Per No.	1		0.00		0.00	0.00	INR Zero Only
9.1 4	Kit Box Base to be minimum height of 3feet; 4 on each court for Para Badminton ; 4ft * 2ft (L* W)	12	Per No.	1		0.00		0.00	0.00	INR Zero Only
9.1 5	Hard Rubber Grade M Size - 90cm * 39cm for Para Powerlifting	30	Per Sqft.	5		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (k) – BOQ for Post Games Report

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Post Games Report									
1.01	Printing of Coffee Table Books/ Picture Books 13" X 11" with 100 pages, Hardcover, high quality print with gloss finish	10	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.02	Post Games Report Standard A4 Size Booklet	4	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.03	Media Report Standard A4 Size Booklet	4	Per No.	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

ANNEXURE VII (I) – BOQ for Host City Activation

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Host City Activation									
1.01	Host City Activation Plan – Bidder to attach detailed break - up of cost and the manpower to be deployed	1	Overall Cost	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

Note: Total cost of the detailed breakup should match with the lumpsum cost

Upper Limit (excluding tax)

60,00,000.00

ANNEXURE VII (m) – BOQ for Workforce

Sl. No.	Name of Item	Quantity	Units	Days	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	GST %	GST Amount	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	3	4	5	6	7	8	9	10	11
1	Workforce									
1.01	Security Guard man days for entire duration of the event with a shift of 8 hours.	800	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.02	Parking Usher man days for entire duration of the event with a shift of 8 hours.	250	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.03	Supervisor Throughout the day	8	Per No.	11		0.00		0.00	0.00	INR Zero Only
1.04	Housekeeping man days for entire duration of the event with a shift of 8 hours.	800	Per No.	1		0.00		0.00	0.00	INR Zero Only
1.05	Sports Equipment Labour Manpower to lift & move sports equipment as an when requested by GTCC / Venue Manager / Technical Officials.	400	Per No.	1		0.00		0.00	0.00	INR Zero Only
Total in Figures						0.00		0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only								

Note: The manpower deployment day-wise has to be discussed with Venue Mangers/SAI before deploying on-site.

ANNEXURE VIII – RIGHTS OFFERED TO SPONSORS

- Partners could use their brand activation strategies /techniques prior to the commencement of the event. However, such strategies must be first aligned with the efforts and scheme of Khelo India and communicated in writing. Prior approval of SAI shall be obtained before commencement of any marketing or activation activity before the event is started.
- On ground sponsors could be permitted for conducting any activity outside FOP and within the premises of the event for the purposes of any brand advertisement or promotion. However, if the brand sponsor decides to circulate digitally such ad/promotions or any other clip related thereto, the same shall exclude the use of KIPG logo or any other composite logo created for the purposes of the event. Prior approval of SAI shall be obtained before commencement of any marketing or activation activity to be undertaken during or after the event.
- Any covert or overt form of expression/ exaggeration/ leverage using KIPG text/logo/verbal indication must be sought by SAI in writing and must be decided in consultation with SAI.
- To avoid any miscommunication/conflict of interest, any form of communication among different stakeholders of KIPG (i.e., Media Partner, Event Sponsors, Empaneled Agencies, Event Organizers etc.) shall take place only through SAI.
- Space for undertaking Promotions’ will be provided free of cost at each of the three venues (to be decided through mutual discussion between the sponsor, SAI and host state). The final discretion in this regard shall lie with SAI and the Host State as per the following scale: -

S.No.	Category of Sponsor	Space for Undertaking Promotions
		Area / Pagoda / Tent
1.	Principal Sponsor	30 x 30 feet
2.	Powered by Sponsor	20 x 20 feet
3.	Co-Powered by Sponsor	15 x 15 feet

- The following rights shall be made available and divided among various sponsors in proportion to the amount committed by them:

S. No.	Rights offered	Principal Sponsor	Powered by Sponsor	Co – Powered by Sponsor
1	Logo Placement on bottom panel of venue branding collaterals	Main Arch gate, Drop Downs, Pole/pillar branding, Standees, Flex banners, wall branding, and on all Games’ collaterals – booklets & schedules.	Drop Downs, Pole/pillar branding, Standees, Flex banners, wall branding, and on all Games’ collaterals – booklets	Drop Downs, Pole/pillar branding, Standees, Flex banners wall branding.

			& schedules.	
2	FOP branding static boards Standard perimeter boards with size 8 feet x 2.5 feet	20%	10%	5%
3	Inclusion in press conference on mutually agreeable terms	Yes	Yes	No
4	Mention in all official press releases as partners	Yes	Yes	Yes
5	VVIP hospitality passes for each day Event	30	20	10
6	VVIPs passes for opening and closing ceremonies	20	10	05
7	Product display at FOP (subject to approval of GTCC) and VVIP lounge	Yes (FOP & VVIP lounge)	Yes (VVIP Lounge)	No
8	Rights to display product / service at venue (other than FOP and VVIP Lounge) with the prior alignment of Khelo India Sect. as for the type of product and its placement & exposure levels	Yes	Yes	Yes
9	Award distribution by sponsors	8	4	2
10	Official Sports Kit	100 Kits	50 Kits	15 Kits
11	On-ground activation	Yes	Yes	Yes
12	Meet & Greet at Opening Ceremony	Yes	Yes	Yes
13	Presence on Games website and mobile application	Yes	Yes	Yes
14	Customized social media posts per brand pre and during the games	10	8	6

15	Rights to undertake a joint consumer contest with Khelo India (Subject to approvals from SAI)	Yes	Yes	Yes
16	Access would be granted to the sponsors for Khelo India winning athletes for a period of 120 days from the last day of edition of Khelo India Para Games.	Yes	Yes	Yes
17	Right to make promo / film / content pre, during or post event at their own cost. (Promotional purposes) The shoot time or usage of logo on digital properties or brand communication or use of image of brand ambassadors along with Khelo India Logo for marketing communication can also be undertaken. All communication elements need to be approved by SAI before the launch of the same.	Yes	Yes	Yes

Note:

- **With regards to S.No.16 & 17, the same may be used only for 120 days from the last day of each edition of Khelo India Para Games.**
- **The Agency shall be responsible to ensure that the sponsor does not continue to use the said content beyond 120 days from the last day of each edition of Khelo India Para Games. In case the sponsor continues to use the content for more than 120 days, suitable action may be taken against agencies, which may include de-empanelment / blacklisting of Agency.**

7. Restricted Products Categories

The following product categories shall be restricted for any kind of association with Khelo India Para Games:

- Tobacco Products
- Weapons and Explosives
- Derogatory Personal, Political, and Religious Content
- Spy Cams and Surveillance Equipment
- Counterfeit Goods
- Fake Documents
- Adult Products and Services
- Penny Auctions
- Alcohol
- Body Parts
- Cannabis
- Drug Tests and Exam-Taking Services
- Fake Followers Services
- Betting and Gambling (including their surrogates)
- Hacking and Surveillance
- Illegal Automobile Modification Products
- Lottery
- Multi-Level Marketing

- Over-the-Counter Drugs
- Payday and Short-Term Loans
- Personal Loans
- Online Pharmacies
- Politics
- Recreational Drugs
- Prescription Drugs
- Rehab
- Reproductive Health
- Spyware and Malware
- Subscription Services
- Unauthorized Set-Top Boxes
- Unsafe Supplements
- Binary Options
- Any other category that MYAS/SAI on its sole discretion feels inappropriate to be included as Sponsor

ANNEXURE IX – BID SUBMISSION FORM

To,
Sports Authority of India.

Sub: **Onboarding of an Event Management Agency for Event Day Operations, Overlays and Sponsorships for Khelo India Para Games, 2025 Delhi**

Dear Sir,

1. With reference to the RFP dated _____ for the above captioned project, and clarification issued by SAI, New Delhi thereof, I/We _____, having examined all relevant documents and understood their contents, hereby submit our Proposal for **Onboarding of an Event Management Agency for Event Day Operations, Overlays and Sponsorships for Khelo India Para Games, 2025 Delhi to Sports Authority of India.**
2. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of this RFP and for associating with SAI for the aforesaid Project.
4. I/We shall make available to SAI, any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
5. I/We acknowledge the right of the SAI, to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I/We agree to keep our Bid valid for acceptance for 75 (Seventy-Five) days or for subsequently extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us. I/ We, acknowledge and agree that SAI shall be entitled to forfeit the performance security without protest and demur in case of any breach of terms and conditions of RFP/Agreement by us.
7. I/We certify that in the last three years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Bidder, nor been expelled from any project or contract by any public authority nor have had any contract terminated by any public authority for breach on our part.
8. I/we certify that we fulfil the “Fit and Proper Person” criteria as mentioned in this RFP document.
9. I/we understand that SAI may cancel the Selection Process at any time and that SAI neither bound to accept any Proposal that SAI may receive nor to select the Bidder without incurring any liability to the Bidders.
10. The undersigned is authorized to sign the documents being submitted through this RFP. (A copy of Power of Attorney/Board Resolution is enclosed)
11. The information provided herewith is true and correct to our best knowledge. If any discrepancies are found in the information provided or if the information provided is not correct, our firm would be fully responsible for that. We understand in such cases our bids are liable to be rejected.

I declare that:

- a. I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by SAI.
- b. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice, in respect of any tender or request for proposal issued by or any agreement entered into with SAI or any other public sector enterprise or any government, Central or State; and
- c. I/We hereby certify that we have taken steps to ensure that, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice.
- d. It is certified that the bidder is not directly to any employee of Sports Authority of India/ Ministry of Youth Affairs and Sports. A person is deemed to be a relative of another if, and only, if
 - i. They are members of a Hindu undivided family; or
 - ii. They are husband and wife; or
 - iii. The one is not legally related to the other Sister (including stepsister)

ANNEXURE X – POWER OF ATTORNEY

(Note- Board resolution in case of company)

Know all men by these presents, we, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr. / Ms..... son / daughter / wife and presently residing at, who is presently employed with us and holding the position of as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for Engagement with SAI including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-proposal and other conferences and providing information/ responses to SAI, representing us in all matters before SAI, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with SAI, in all matters in connection with or relating to arising out of our Proposal for said Project and/or upon award thereof to us till the entering into of the Agreement with SAI.

AND we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds, and things done by our said Authorized Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF , 2025

For
(Signature, name, designation, and address)

Witnesses:

- 1.
- 2.

Notarized Accepted

.....
(Signature, name, designation, and address of the Attorney)

Notes:

The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of INR 100 (Hundred) and duly notarized by a notary public.

ANNEXURE XI – ANNUAL TURNOVER

S. NO.	FINANCIAL YEAR	ANNUAL TURNOVER (INR)
1.	2021-22	
2.	2022-23	
3.	2023-24	
Certificate from the Statutory Auditor		
<p>This is to certify that the average turnover of the bidder from in the last three years isRs._____. (In words)</p> <p>Name of the audit firm:</p> <p>Seal of the audit firm:</p> <p>Date:</p>		

(Signature, name and designation of the authorized signatory)

Note:

- **In case the Bidder does not have a statutory auditor, it shall provide the certificate from its chartered accountant (CA) that ordinarily audits the annual accounts of the Bidder.**

ANNEXURE XII – ELIGIBLE PROJECTS UNDERTAKEN BY THE BIDDER

The following information should be provided in the format below for each Eligible Project for which Bidder was legally contracted by the respective Purchaser/Client of the Bidder stated as a single entity.

(i)	Assignment Name	
(ii)	Type of Project	
(iii)	Name, Contact No. & email of the Purchaser Representative:	
(iv)	Year in which Project took place	
(v)	Location of Project	
(vi)	Contract Value	
(vii)	Payment received	
(viii)	Narrative Description of the Scope of work of the assignment	
(IX)	Status of the assignment	

IMPORTANT:

- Use separate sheet for each Eligible Project. Please mark each sheet as Annexure XII(a), Annexure XII(b), Annexure XII(c)... for each different project.
- Please provide proof of eligible projects undertaken with a copy of Successful Completion Certificate attached from the Purchaser. In case Successful Completion Certificate is not available, copy of work order/copy of agreement along with bank statement in respect of the same countersigned by CA must be submitted. The submitted testimonial MUST contain detailed description of work (Scope of Work and TOR) carried out by the Bidder.

ANNEXURE XIII – FORMAT FOR CV

Name of Firm:	
Name of Professional:	
Position:	
Date of Birth:	
Country of Citizenship/Residence:	

Education:

Name of Institution	Degree Obtained	Year of Obtainment

Countries of Work Experience:

Employment Record

Name of Organization	Position Held	Duration

Total Work Experience (Relevant) (in yy/mm/dd)

Brief Write-up of Overall Experience:

Work Experience:

Detailed Tasks Assigned	Reference to Prior Work/Assignments that Best Illustrates Work Experience
	Name of Assignment: Client: Project Details: Main project features: Position Held: Activities performed:

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Purchaser.

Name of Expert/ Personnel

Signature

Date

Endorsement of HR Department/Head of Academic Department

ANNEXURE XIV – DRAFT CONTRACT AGREEMENT FORMAT

Contract No: _____

Dated: _____

This is in continuation to this office's Notification of Award No. _____ dated _____

1. Name & Address of the Agency: _____
2. SAI's Bidding Document/RFP No _____ dated ___ and subsequent Amendment No _____, dated (if any), issued by the SAI.
3. Contractor's Bid No. _____ dated _____ and subsequent communication(s) No _____ dated _____ (if any), exchanged between the Contractor and the SAI in connection with this bid.
4. In addition to this Contract Agreement Form, the following documents etc. which are included in the documents mentioned under paragraphs 2 and 3 above, shall also be deemed to form and be read and construed as integral part of this contract:
 - i. General Terms and Conditions of Contract as mentioned in above RFP
 - ii. Scope of Services as mentioned in Terms of Reference of the RFP
 - iii. Other Terms and Conditions of the RFP and Bid;
 - iv. Bid Form furnished by the Contractor
 - v. Price Schedule(s) furnished by the Contractor in its Bid;
 - vi. SAI's Notification of Award
5. Some terms, conditions, stipulations etc. out of the above-referred documents are reproduced below:
 - i. Brief particulars of services which shall be performed / provided by the agency are as under:

Schedule No.	Brief description of services	Total Charges	Period of Contract	Total Contract Value

Taxes, if any _____
 Total Value (in figure) _____ (in words) _____

- i. Period of contract:
- ii. Details of Performance Security:
- iii. Payment terms:

 (Signature, name and address
 of the SAI's authorized official)

For and on behalf of _____

Received and accepted this contract

(Signature, name and address of the contractor's executive
 duly authorised to sign on behalf of the contractor)

For and on behalf of _____ (Name and address of the Contractor)

 (Seal of the Contractor)

Date: _____ Place: _____