

**“REQUEST FOR PROPOSAL”**

**(RFP)**

**FOR**

**PROGRAM PARTNER**

**FOR**

**KHELO INDIA SCHOOL GAMES**

**FIVE ANNUAL EDITIONS**

**ORGANISING COMMITTEE – KHELO INDIA SCHOOL GAMES**

Date of issue: 12/12/2017 AT 10:00 AM

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## KHELO INDIA SCHOOL GAMES

### Introduction

In a move to identify and groom young sporting talent, the Government of India has recently approved a revamped 'Khelo India' (Play India) programme under which 1,000 (one thousand) selected athletes will receive an annual scholarship of INR 5,00,000 (Indian Rupees Five Lakhs) each for 8 (eight) years. The programme will also promote 20 (twenty) universities across India as hubs of sporting excellence. The revamped 'Khelo India' programme would impact the entire sports ecosystem, including infrastructure, community sports, talent identification, coaching for excellence, competition structure and sports economy.

The Ministry of Youth Affairs and Sports Authority of India, under the 'Khelo India' initiative, intends to conduct 5 (five) annual editions (each an "Edition" and collectively, "Editions" as the case may be) of an event under the 'Khelo India School Games' ("KISG") umbrella, the defining national sporting event for schools to encourage participation and strive for sporting excellence amongst schools in India (such event being the "Event" which term shall include the Ceremonies, matches and all ancillary events held during such Event; and such matches being the "Games").

The first Edition of the Event is scheduled to be held in New Delhi from 31<sup>st</sup> January to 8<sup>th</sup> February 2018. The inaugural Edition of the Event will be conducted for the school children of the U-17 age group of school children across 29 (twenty-nine) states and 7 (seven) Union Territories of India. The inaugural Edition of the Event will witness the following 16 (sixteen) sporting disciplines which will be conducted in 5 (five) stadiums in New Delhi:

- (a) Archery;
- (b) Athletics;
- (c) Swimming;
- (d) Gymnastics;
- (e) Judo;
- (f) Wrestling;
- (g) Boxing;
- (h) Badminton;
- (i) Football;
- (j) Basketball;
- (k) Kabaddi;
- (l) Kho-Kho;
- (m) Shooting;
- (n) Weightlifting;
- (o) Volleyball; and
- (p) Hockey.

The Event will be a culmination of the school sports competition calendar in India, with participation from the winners of and top performers in various school tournaments across the country, including the School Games Federation of India, tournaments conducted by the National Sports Federations as well as certain privately-organized tournaments. As mentioned earlier, the aim of organizing the Games is to encourage greater participation of school children in sporting activities in order to discover talent for higher level & international competitions at an early stage.

Within the above ambit, it is the objective of KISG to bring in a Program Partner, who can partner with an entity/organisation nominated by the Ministry of Youth Affairs and Sports Authority of India or Government of India, as the case may be, ("OC-KISG") to increase the popularity of the Events. It is with this partnership intent and with the following objectives that the RFP has been put forth. For the sake of clarity, all Intellectual Property Rights in respect of the Games shall be owned by OC-KISG and nothing in this RFP or in any subsequent documents shall convey transfer of ownership of such rights to the Program Partner. The following points are requisites for the Program Partner:

- Programme partner is invited for becoming vision partners of the **KHELO INDIA SCHOOLS GAMES, which is a flagship program of the KHELO INDIA initiative of MYAS** and be part of the transformation of Indian sports at grassroots levels only.
- The Programme partner should have the inclination, interest and attitude to be a front runner to drive this change in this journey of transformation of Indian Sports and bring in a huge fundamental change in the way sports are perceived and accepted in our society.
- Program Partner should be interested to invest time and resource and make this event a movement for our young citizens and should be inclined to use this platform as a nation building exercise and not just see it from a realm of commercial angle only. This movement is to bring in a fundamental change in the way our young minds think and shape up to get ready for future.
- Program Partner should be able to raise sponsorship and use all the available assets of the programme including the 'powered by' / 'co-powered by' sponsorship entitlements, other sponsorship categories and on ground elements of the event to enrol a large pool/set of sponsors and generate enough revenue to develop KISGs into a self-sustaining module.
- The Program Partner should be able to support the OC-KISG (for 5 year) with an initial seed investment required for the games to deliver the event as per the vision of the programme and an understanding that any additional revenue (receipt minus expenditure) generated in any of the editions would be further deposited into the National Sports Development Fund (NSDF).
- Program Partner should undertake the planning and execution of the entire KISGs to make this event a world class event for school children and should be comparable to the best games / across the world.
- Scale and stature are the key deliverables of the event – the event should be done at par with Asian Games/Common Wealth Games/world class activity in the category and be a bench mark for School games.

It is hereby clarified that for the purpose of this RFP, the Organising Committee, Khelo India School Games will be the organisation representing the Ministry of Youth Affairs and Sports Authority of India, Government of India for the purpose of enforcing the rights under this RFP.

#### Objectives of the Program Partner Agreement

1. Organize the Event in a befitting manner to conduct games in a manner which is comparable to any international event in this category to give a game experience of a world class tournament to the participating athletes;
2. Delivery of the Event, in supplement to OC-KISG's efforts; and
3. Detailed deliverables at Annexure **A**.

#### 1. **DEFINITIONS**

For the purposes of this RFP, the following terms shall have the following meanings:

**“Applicable Law”** means the laws and any other instruments having the force of law in India for the time being;

**“Bid”** means a bid submitted by a Bidder in response to this RFP;

**“Bidder”** means any private or public entity that seeks to acquire the Rights, and submits a Bid in furtherance of this intention;

**“Broadcast Sponsor”** in respect of any Edition shall mean all sponsors under the broadcast partner category to whom the Licensee has granted broadcast designations and/or sold commercial inventory for such Edition;

**“Ceremonies”** means opening ceremonies and award ceremonies relating to the Games being live broadcast;

**“Rights to Raise Sponsorship”** means all commercial rights, present and future, relating to the Event which the successful Bidder shall be entitled to exclusively exploit at its discretion by sale or otherwise, including without limitation, sponsorship rights, rights of supply, merchandising rights, during the Term, excluding any Media Rights as defined under the Production and Media Rights RFP and the rights reserved to OC-KISG as mentioned in clause 6.5 of this RFP;

**“Composite Logo”** means the event Logo as approved by OC-KISG for each of the Edition which is inclusive of ‘Khelo India’ logo, Event mention and ‘Powered by’ & ‘co-powered by’ sponsor(s).

**“Digital Transmission”** means the delivery or provision of access to audio and/or visual material and/or audio-visual material in an intelligible form using the Internet and Mobile Technology (in each case including transmission through IPTV);

**“Event Sponsors”** means for any Edition, the on-ground sponsor(s) as mentioned in clause 6.1, or other person who acquires the Commercial Rights or any part thereof in consideration of a fee or by way of making an investment or grant towards the promotion of sport (excluding broadcast sponsors);

**“Edition”** means the annual competition held under the trademark Khelo India School Games.

**“Force Majeure”** shall have the meaning ascribed to the term in Clause 19.3(v);

**“Global Territory”** means ‘worldwide’.

**“Licensee”** means a person or a party granted special permission to do something on, or with, somebody else’s property which were if not for the license, could be legally prevented or give rise to legal action;

**“Host City”** means the City in which the event is supposed to be organised.

**“KISG”** means Khelo India School Games;

**“KISG Website”** means the official website of KISG;

**“KISG Marks”** means and includes the trade names, trademarks and other intellectual property rights registered/ applied for by the OC-KISG in relation to KISG.

**“Khelo India marks”** means and includes the trade names, trademarks and other intellectual property rights registered/ applied for by the Government of India in relation to the Khelo India program in its entirety.

**“OC-KISG”** means Organising Committee, Khelo India School Games;

**“Performance Security”** shall have the meaning ascribed to the term in section 15.1.

**“Program Partner”** means the Bidder with whom OC-KISG contracts for organising, coordinating, managing, marketing and commercialising the Event and also who is responsible for delivery of the Services as mentioned in clause 6 of this RFP;

**“Program Partner Rights”** means the full and unfettered right and ability to organize, run and conduct each Edition and exclusively exploit the Commercial Rights in association thereof, for the Term;

**“Production and Media Rights RFP (PMR RFP)”**, means the RFP issued by OC KISG on 17/10/2017 (Can be downloaded from website: <http://sportsauthorityofindia.nic.in> & CPP Portal website: <http://eprocure.gov.in/eprocure/app>.) and includes all the clarifications/amendments/corrigendum etc. issued or would be issued from time to time;

**“RFP”** means this Request for Proposal;

**“School Games mark”** means and includes the trade names, trademarks and other intellectual property rights registered/ applied for by the OC-KISG in relation to Khelo India School Games.

**“Sponsorship Revenue”** means the fees, investments or grants received by the Program Partner from the Event Sponsors, net of applicable taxes;

**“Surplus Revenue”** means the excess amount derived (in any of the Editions) after deducting the expenditure incurred (on actual basis) in delivering the Scope of Services from the revenue generated (for respective Edition) by exploiting the Rights to Raise Sponsorship granted to the Program Partner (as mentioned in clause 6 of this RFP);

**“Term”** means the period commencing from the date of execution of the Program Partner Agreement and expiring 3 (three) months after the date of the completion of the last Edition, subject to earlier termination of the Program Partner Agreement in accordance with the terms thereof;

## 2. SUMMARY OF BID

- 2.1 This RFP issued by the OC-KISG constitutes request for Bids from eligible entities (as determined in accordance with the eligibility criteria set out in Clause 4) to acquire the Rights for the Term and render certain services (as more particularly set out in Clause 6 read with **Annexure A** of this RFP), subject to the terms of this RFP and the Program Partner Agreement.
- 2.2 The Program Partner is supposed to undertake the delivery of the games. Also, it is supposed to exploit the Rights granted herein and generate Sponsorship Revenue. The Surplus Revenue shall be invested in the National Sports Development Fund (NSDF). The amount committed to be deposited in NSDF during the Term is to be mentioned in Commercial Bid.
- 2.3 This RFP is no more than a request for proposal, and it does not, and it 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 of the rights or contractual obligations shall be conditional upon the: (a) acceptance by OC-KISG of the Bidder's Bid; and (b) execution of the Program Partner Agreement by both OC-KISG and the Program Partner.

## 3. INSTRUCTIONS TO BIDDERS

- 3.1 The Bidders can download this RFP from the website: <http://sportsauthorityofindia.nic.in> & CPP Portal website: <http://eprocure.gov.in/eprocure/app>. The RFP has to be downloaded from the same. Subsequently, Bid has to be prepared and submitted ONLINE ONLY as per the Bid Schedule as more particularly specified in Clause 8 of this RFP.
- 3.2 The Bidders participating for the first time for e-Tenders on e-Tendering portal will have to complete Online Registration Process on the e-Tendering portal.
- 3.3 All Bidders interested in participating in the online e-Tendering process are required to obtain Class II or Class III Digital Certificates. The Bid should be prepared and submitted online using individual's digital signature certificate.
- 3.4 Bidders Tool Kit Link (detailed help documents designed for bidders) has been provided on e-Tendering

website in order to guide them through different steps involved during e-Tendering such as online procedure for tender document purchase, bid preparation and bid submission. If any assistance is required regarding e-Tendering (registration/upload/download) please contact the Govt. of India e-Tendering **Help Desk**.

3.5 RFP will not be sold/ issued manually from the OC-KISG.

3.6 Only those Bids shall be accepted for evaluation for which EMD as mentioned in the RFP, in the form of Demand Draft/Bankers Cheque from scheduled commercial bank drawn in favour of “**Khelo India School Games**” payable at Delhi are deposited in the office of Organising Committee, Khelo India School Games, 1<sup>st</sup> Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi on or before scheduled date given in this RFP.

#### 4. ELIGIBILITY CRITERIA

4.1 Each Bidder must fulfil the following qualification criteria:

- i. Valid Incorporation: The Bidder must be validly incorporated and existing in India;
- ii. Receipts: It must have an average annual receipt of at least ₹7,50,00,000 (INR Seven Crore Fifty Lakhs) during the last three financial years;

OR

Turnover: Average annual Turnover more than ₹50,00,00,000 (INR fifty Crore) in last three financial years.

- iii. Marketing spend of the company/organization should be in excess of ₹10,00,00,000 (INR Ten Crores) or should have raised sponsorship in excess of ₹10,00,00,000 (INR Ten Crores) in one of the last two financial years.
- iv. Non-profit motivation: The bidder must undertake that any Surplus Revenue shall be deposited into the National Sports Development Fund (NSDF) maintained by Ministry of Youth Affairs & Sports (MYAS). The same will be utilised for training of talented athletes found as a result of Khelo India School Games (KISG).

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

- i. financial integrity of the Bidder;
- ii. ability of the Bidder to undertake all obligations set out under the Program Partner Agreement;
- iii. absence of convictions or civil liabilities against the Bidder;
- iv. absence of any previous debarment of the Bidder, in accordance with the General Financial Rules, 2017, provided such debarment is still existing;
- v. absence of any disqualification as specified below:
  - a) 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;
  - b) Admission of an application for winding up or liquidation under Applicable Laws against the Bidder or any of its or their respective directors and partners;

- c) 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 derecognition by any professional body being initiated against the bidder;
- d) 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;
- e) Default by the Bidder or any of its or their respective directors and 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;
- f) If the Bidder has been black listed by any government or semi-government body.

## 5. RFP PROCESS

- 5.1 This RFP is only illustrative in nature and all narrations are intended to be used by the applicant as preliminary background information. This RFP does not necessarily contain all the relevant information in relation to the Bid process and KISG reserves the right to withdraw the RFP and/ or amend the requirements or information contained in this RFP at any time prior to the submission of the Bid, save in relation to the eligibility criteria, technical requirements and the evaluation principles of the Bids.
- 5.2 Upon selection of a Bidder by OC-KISG, OC-KISG and the Program Partner shall enter into a detailed contract/agreement incorporating the provisions of this RFP and the successful Bid ("**Program Partner Agreement**").
- 5.3 OC-KISG reserves the right to:
  - i. rank the Bidders in order of the attractiveness of the respective Bids submitted;
  - ii. review, reconsider and amend the scope of services to be offered in respect of the Event at any time prior to the first Bid submission;
  - iii. accept or reject any or all Bids (including the most competitive commercial Bid) in its absolute discretion, without assigning any reasons for the same;
  - iv. extend the time for submission of Bids at its sole discretion at any time prior to the due date, in case of any amendments in the RFP, with the amended RFP to be duly notified on the website and the same to be binding on all the Bidders;
- 5.4 in the event of any misstatement or misrepresentation being discovered or detected in the information furnished / 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 by OC-KISG, terminate or cancel the appointment / engagement of the Bidder, and the Earnest Money Deposit / Performance Security, as applicable, submitted by the Bidder shall stand forfeited forthwith, without any further notice from OC-KISG;
- 5.5 OC-KISG will not be liable for any costs, damages or losses for the Bid process incurred by any Bidder participating in this RFP, if OC-KISG decides to cancel the RFP process, 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 OC-KISG to facilitate the evaluation process.
- 5.6 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:

- i. understood and examined the extent of the Rights, scope of services and other information made available in writing by OC-KISG, for the purpose of this RFP;
  - ii. examined all information relevant to the risks, contingencies and other circumstances that could affect the RFP; and
  - iii. satisfied itself as to the correctness and sufficiency of the RFP.
- 5.7 Bidders to this RFP or their agents may not make any contact with any party employed by or directly associated with OC-KISG or any of its government partners in relation to this RFP. Any clarifications and all information will be via e-mail only to kheloindiasg@gmail.com. No queries shall be entertained by OC-KISG after scheduled date and time mentioned in Clause 8.

## 6. GRANT OF RIGHTS AND SCOPE OF SERVICES

### 6.1 Grant of Rights

The Program Partner shall be granted the following rights for the Term, on a global, exclusive basis, subject to the terms of the Program Partner Agreement:

- i. Coordinate, run, conduct, manage and implement each Edition in consultation with OC KISG and as per details more particularly set out in **Annexure A**.
- ii. At the Program Partner's request, OC-KISG shall provide the Program Partner with access to the players participating in each Edition of the Event. Such access to be provided on a best effort basis. The nature of proposed usage to be defined and should not conflict with the host broadcaster's rights. Duration and availability to be confirmed by OC-KISG at its discretion.
- iii. Exploit the following Commercial Rights in association thereof and deposit the Surplus Revenue into the National Sports Development Fund (NSDF):
  - a) Grants and Sponsorship: To procure grants for the Event, create sponsorship architecture and identify Event Sponsors for all aspects of the Event. The Program Partner shall be entitled to further commercialisation of the following bundle of sponsorship rights (excluding OC-KISG partners, like Travel Partner, Accommodation Partner, Official Time Keeper (TSR Partner), Catering Partner etc. and Broadcast Sponsors as mentioned in PMR RFP):

- 1. Logistics Partner
- 2. Food & Beverages Partner
- 3. Hospitality Partner
- 4. Ticketing Partner
- 5. Digital Payments Partner
- 6. Wellness Partner
- 7. Nutritional Supplements Partner
- 8. Medical Partner
- 9. Official Apparel Partner
- 10. Official Kits Supplier
- 11. Merchandise Partner
- 12. Design Partner
- 13. Public Relations Partner
- 14. Social Media Partner
- 15. Technology Partner

**\*\* Note: OC KISG reserves 25% (twenty-five per cent) of FOP inventory on ground and event backdrops to all editions.**

- b) Merchandising: To exploit the name, brand and marks of the Event in connection with the promotion, manufacture, packaging, distribution and sale of goods and services of all kinds including items of clothing, coins, medals, other collectible and premiums related to the Event.
  - c) The rights as enshrined in PMR RFP especially in relation to composite logo visibility.
  - d) It is clarified that the Bidder shall be entitled to render any services or exploit any of the Rights envisaged herein either itself or through its licensees.
- iv. The Program Partner may forward any additional commercial proposal to OC-KISG for its consideration. The decision on which by the OC-KISG will be final and binding in the matter.

## 6.2 Scope of Services

The Program Partner will be required to provide the following services:

### **6.2.1 Administration and Event Operations**

- a) Accreditation
- b) Contingency
- c) Management of Housekeeping Services
- d) Logistics
- e) Management of Accommodation
- f) Management of Catering Services
- g) Management of Transport
- h) Misc.
- i) Overall Manpower and Management
- j) Printing of Tickets/Invitations

### **6.2.2 Apparels & Uniforms**

- a) Official Games Apparels
- b) Officers Uniforms
- c) Playing Gear

### **6.2.3 Communication**

- a) Design Agency
- b) Press Operations
- c) Protocol
- d) Public Relations
- e) Venue Branding

### **6.2.4 Medical Services & Dope Control**

- a) Medical Services
- b) Coordination with Dope Control Agencies

### **6.2.5 Opening Ceremony**

### **6.2.6 Procurement**

- a) Medals
- b) Trophies
- c) Certificates
- d) Souvenirs
- e) Mementos

### **6.2.7 Spectator Services & Sports Presentation**

### **6.2.8 Technology**

- a) Hardware Support (ICT Equipment)
- b) Software Support
  - Official Website - OC KISG shall provide Program Partner with all necessary photos, video clips and highlights for the purpose of maintaining OC-KISG website and OC-KISG owned social media platforms only.

- Tournament Manager (Draws & Live Scoring)
- Social Media

#### **6.2.9 Venue Catering**

- Hospitality
- Food for Workforce & Volunteers

#### **6.2.10 Venue Overlays**

#### **6.2.11 Volunteers Operations**

6.3 Program Partner is not responsible for technical conduct of the event of international standard. This is responsibility of OC-KISG. Exhaustive scope of services for the event are elaborated at **Annexure 'A'**.

6.4 To enable the Program Partner to render the services and exercise the Program Partner Rights, OC-KISG will, at its own cost, provide support to the Program Partner, as set out in **Annexure C**.

#### 6.5 Reserved Rights

All rights not specifically granted to the Program Partner shall be reserved to OC-KISG and may be exercised or exploited by OC-KISG itself, or granted to third parties, on terms determined by OC-KISG in its absolute discretion. An illustrative list of reserved rights is set out in **Annexure B**.

6.6 Only the composite and approved Khelo India School Games Logo should be used by the Program Partner across all platforms. The Composite Logo would have the 'powered by' and the 'co-powered by' sponsor(s) logo units (or equivalent nomenclature) which may change for each Edition. Khelo India School Games Logo cannot be altered, changed or used in parts, for example, using only 'Khelo India' without the mention of School Games.

### **7. EARNEST MONEY DEPOSIT**

7.1 Bidders shall submit, along with their Bids, an earnest money deposit of INR 50,00,000 (Indian Rupees Fifty lakh) ("Earnest Money Deposit") in the form of demand draft/ pay order from a commercial bank drawn in favour of 'Khelo India School Games'. The Earnest Money Deposit shall not be accepted in any other form. The Earnest Money Deposits of all unsuccessful Bidders will be refunded by KISG upon signing of the Program Partner Agreement with the successful Bidder. If there is no successful Bidder, the Earnest Money Deposits will be refunded to all the Bidders. The first instalment of the Rights Fee payable by the Program Partner will be set-off against the Earnest Money Deposit of the Program Partner.

7.2 The Earnest Money Deposit is interest-free and will be refundable without any accrued interest.

7.3 Any Bid submitted without Earnest Money Deposit will be summarily rejected.

7.4 The Earnest Money Deposit of the Bidder will be forfeited by the OC-KISG in the event of any of the following conditions:

- the Bidder withdraws its Bid during the validity period specified in this RFP;
- the Bidder does not respond to requests for clarification of its Bid within a reasonable period of time;
- the Bidder fails to provide information required by KISG during the evaluation process or is found to be non-responsive or has submitted false information in support of its qualifications;
- the successful Bidder fails to sign the Program Partner Agreement within the stipulated time period or does not furnish the Performance Security within the stipulated time period; and/or
- the Bidder materially alters its Bid during the Bid processing period.

## 8. BID SCHEDULE

8.1 Various other details for submission of Bids have been set out below:

Sr. No	INFORMATION	DETAILS
1	Publishing of RFP through e-tender	12/12/2017 at 10:00 AM
2	Earnest Money Deposit (EMD)	INR 50,00,000/- (INR Fifty Lacs only)
3	Last date for submission of written queries for clarifications.	17/12/2017 by 10:00 AM
4	Details of Pre-Bid conference	18/12/17 at 11:00 AM at Organising Committee, Khelo India School Games, 1st Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi
5	Last date (deadline) for Bid submission	26/12/17 by 4:00 PM
6	Place, Time and Date of opening of Bids received in response to the RFP notice	27/12/17 at 4:30 AM at Organising Committee, Khelo India School Games, 1st Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi
7	Contact Person for queries	Manager, OC KISG
8	Addressee and Address at which proposal in response to RFP notice is to be submitted	CEO, Organising Committee, Khelo India School Games, 1st Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi

8.2 OC-KISG reserves the right to vary or discontinue the process or any part thereof at its absolute discretion at any point of time.

## 9. BIDDERS' QUERIES AND RESPONSES THERETO

9.1 All enquiries from the Bidders relating to this RFP must be submitted exclusively to the contact person at the given email address/by post or by hand. The queries should necessarily be submitted on or before scheduled date and time mentioned in clause 8 in the following format:

To, Senior Manager Organising Committee, Khelo India School Games,
--

1 <sup>st</sup> Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi			
BIDDER'S REQUEST FOR CLARIFICATION			
Name of Organization submitting request		Name & position of person submitting request	Full formal address of the organization including phone, fax and email points of contact & contact details of local office as well
			Tel:
			Fax:
			Email:
<b>Sl. No.</b>	<b>Bidding Document Reference(s) (section number/page)</b>	<b>Content of RFP requiring clarification</b>	<b>Points of Clarification required.</b>

9.2 All enquiries should be sent to OC-KISG only through email only. The OC-KISG shall not be responsible for ensuring that Bidders' enquiries have been received by them. OC-KISG shall provide a complete, accurate, and timely response to all questions to all the Bidders. However, OC-KISG makes no representation or warranty as to the completeness or accuracy of any response, nor does OC-KISG undertake to answer all the queries that have been posed by the Bidders. All responses given by OC-KISG will be distributed to all the Bidders

9.3 OC-KISG will host a Pre-Bid Conference, scheduled as per the details in Bid Schedule at clause 8. The representatives of the interested Bidders 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. The OC-KISG shall provide each Bidder with an opportunity to seek clarifications regarding any aspect of the RFP during the pre-bid conference.

9.4 Within 2 days from the Pre-Bid Conference, the OC-KISG shall issue responses to all of the bidders' written queries, together with any other revised documents (if required).

## 10. **SUBMISSION OF BID**

10.1 All documents are to be uploaded in PDF or scanned copies online.

10.2 The Bidder is required to upload:

- i. Scanned copy of D.D. / Bankers Cheque drawn against the E.M.D to be paid as per this RFP.
- ii. Bid Eligibility Criteria documents submitted as mentioned in this RFP.
- iii. Technical Bid documents to be uploaded as mentioned in this RFP.
- iv. Commercial Bid as per this RFP.
- v. Bidder must complete and sign the Undertaking at **Annexure D** and required documents.
- vi. The Bid should be filled by the Bidder in English language only.
- vii. In no case Commercial Bid will be entertained in Hard Copy.

10.3 Bidders are requested to submit 'Online Bid' only in PDF/Scanned copy. Hard Copy of Bid documents will not be accepted.

10.4 The Bids submitted must be without any overwriting, interlineations, corrections, double typing, etc.

10.5 Bidder must ensure that the Technical Bid soft copies do not contain any Commercial items /prices.

10.6 If any Bidder does not qualify in technical evaluation, the Commercial Bid shall be returned unopened to the Bidder.

10.7 The Bids shall be valid for a period of 45 days from the date of submission of the Bids. A Bid valid for a shorter period may be rejected as non-compliant. On completion of the validity period, unless the Bidder withdraws the Bid in writing, it will be deemed to be valid until such time that the Bidder formally (in writing) withdraws the same.

10.8 In exceptional circumstances, at its discretion, OC-KISG may solicit the Bidder's consent for an extension of the validity period. The request and the responses thereto shall be made in writing or by fax or email.

10.9 The envelope containing the EMD must be received in the office of the Organising Committee, Khelo India

School Games, 1st Floor, SAI Headquarters, JLN Stadium Complex, Entry Gate No 10, Lodhi Road, New Delhi between 10 am to 5 pm on any working day up to date mentioned in Bid Schedule at clause 8. (Before the bid opening date).

10.10 The Bids should be delivered in a plain package clearly endorsed as follows:

“RFP DOCUMENTATIONS - RFP FOR PROGRAM PARTNER RIGHTS FOR THE KHELO INDIA SCHOOL GAMES”.

10.11 The Bid should be unconditional. In case of any condition, the Bid shall be treated as non-responsive and be disqualified.

10.12 The Bid should be only in the prescribed format. It should also be accompanied by all the requisite documents.

10.13 The Bid cover should carry the complete name and address of the Bidder, along with the telephone, fax and e-mail address.

10.14 In the event of the receipt of the Bid, after the due date, the sealed Bid cover shall be returned “Unopened” to the Bidder.

#### 10.15 Rejection of Technical Bids

In addition to any other reasons stipulated in this RFP, technical Bids may be rejected under any of the following circumstances:

- i. incomplete bids that do not quote for the complete scope of services as indicated in the Bid-related documents, addendum (if any) and any subsequent information given to the Bidder;
- ii. information that is found to be incorrect/misleading at any stage during the bidding process;
- iii. inclusion of commercial Bid details in a technical Bid, or technical Bids that reveal quotations, in any form; and
- iv. non-fulfilment of the eligibility criteria, set out in Clause 4, by the Bidder.

#### 10.16 Rejection of Commercial Bids

In addition to any other reasons stipulated in this RFP, commercial Bids may be rejected under any of the following circumstances:

- i. Incomplete Bids that do not set out the Rights 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. Commercial Bids made through Tele fax/Telegraphic/Fax/E-mail/by post.
- iii. Bids which do not confirm unconditional validity of the bid for 45 days from date of submission of the Bid.
- iv. Bids which do not conform to OC-KISG bid format.
- v. Bids in respect to which the bidder does not accept OC-KISG rectification of clerical/arithmetic discrepancies in the commercial bid, if any.
- vi. Any Commercial Bid that does not comply with the conditions laid down by OC-KISG.

#### 10.17 Other Reasons for Rejection of Bids

In addition to any other reasons stipulated in this RFP, Bids may be rejected under any of the following circumstances:

- i. Bids in which the Bidder seeks to influence the OC-KISG bid evaluation, bid comparison or contract award decisions.
- ii. In view of two bid systems, OC-KISG may first open technical bids. If the same is not complete and lacking with respect to any requirement(s), the same would be rejected straightaway & without opening the commercial bid.
- iii. By adopting the procedure above, the commercial bids of those bidders, whose technical bid(s) are found acceptable, shall be opened and processed further as per rules laid down for the same.
- iv. Bids that are submitted late will be rejected.

#### 10.18 Correction of Errors

- i. Bidders are advised to exercise adequate care in quoting the prices. No excuse for corrections in the quoted figures will be entertained after the commercial proposals are received by OC-KISG.
- ii. 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.

### 11. **CONFIDENTIALITY**

- 11.1 The Bidder agrees and acknowledges that this RFP is confidential and the Bidder, by downloading the bid 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 OC-KISG, result in the rejection of its Bid. The Bidder shall further ensure that such financial and legal advisors of the Bidder maintain confidentiality of the RFP and any information disclosed to them in relation thereto.
- 11.2 The Bidder is not authorized to waive or release any privileged information obtained from or on behalf of OC-KISG. 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 OC-KISG. This requirement is also intended to prohibit the Bidder from using information obtained from or on behalf of OC-KISG or its successors or assignees, including work product prepared at OC-KISG's expense, for other clients of the Bidder without the prior written approval of OC-KISG. The Bidder is not authorized to identify KISG as a client for the purposes of marketing or for advertising, without the prior written approval of OC-KISG. Upon termination of the relationship, the Bidder agrees to return promptly all information obtained from or on behalf of OC-KISG or any copies thereof to OC-KISG. The Bidder is not authorized to communicate with the public, including the press, about any matter in relation to its relationship with OC-KISG without the prior written approval of OC-KISG.
- 11.3 All information and documents that are furnished by the Bidder will be treated as strictly confidential by OC-KISG and shall not be disclosed by OC-KISG to any other party, or otherwise used by itself, other than (a) for evaluating the Bids submitted; or (b) as required by Applicable Law.

### 12. **DOCUMENTS TO BE SUBMITTED ALONG WITH BID**

#### 12.1 ENVELOPE to be submitted to OC-KISG

- i. Demand draft (in the name of 'Khelo India School Games') containing Earnest Money Deposit.

#### 12.2 Bidders are requested to submit online the following **pre-qualification** documents in PDF/Scanned copy.

- i. Undertaking that the Bidder meets the 'fit and proper person' criteria laid down in this RFP;

- ii. Permanent account number and goods and services tax registration of the Bidder;
- iii. Undertaking in the format annexed at Annexure D; and
- iv. Copy of certificate of incorporation in India.
- v. A certificate issued by a chartered accountant that the Bidder has an average annual receipt of at least ₹ 7,50,00,000 (INR Seven Crore Fifty Lakhs) or turnover of at least ₹ 50,00,00,000 Crores (INR Fifty Crores) during the last 3 (three) financial years;
- vi. A certificate issued by a chartered accountant that the Bidder has a Marketing spend in excess of ₹10,00,00,000 (INR Ten Crores) or has raised sponsorship of ₹10,00,00,000 (INR Ten Crores) in one of the last two financial years;
- vii. Undertaking that any Surplus Revenue shall be deposited into the National Sports Development Fund (NSDF);

12.3 Bidders are requested to submit online the following additional **Technical Bid** documents in PDF/Scanned copy

- i. Minimum Market spend committed for the promotion of KISG over a period of five years.
- ii. A write-up on the delivery capabilities and experience of the Bidder (and/or its licensee or delivery partners) across any or all of the multiple work streams set out in the scope of services in this RFP;
- iii. Brief profile(s) of the project team members available to be deployed for delivering the Event across multiple work streams as set out in the scope of services and Program Partner Rights under this RFP; For the sake of clarification, any changes in the team members at a later stage during the Term is permitted only with the approval of OC-KISG. Further, it is clarified that in case of such changes, the replacement team member must have similar or higher work experience than his/her counterpart in the respective field.
- iv. Presentation on proposed opening ceremony highlighting work plan and profile of the organising team.

#### 12.4 Presentation

The Bidder will also be required to make a presentation to OC-KISG to showcase the manner of rendering its services as required in this RFP and the plan for exploitation of its Rights. The scheduled date and time of the presentation is indicated in Clause 8 of this RFP

#### 12.5 Commercial Bid

Applicants must quote their commercial offers online only as per the following points:

- i. As mentioned in clause 2.2 of this RFP, the Bidder is supposed to undertake the delivery of the games. Also, it is supposed to generate Sponsorship Revenue. The Surplus Revenue must be further deposited into the National Sports Development Fund (NSDF). An estimate of the expected expenditure during the first Edition of the Games is mentioned below for reference;

S. No.	Functional Areas (as defined in Clause 6)	Estimated Expenditure
1	Administration & Event Operations	₹ 3,00,00,000.00
2	Apparels & Uniforms	₹ 2,50,00,000.00
3	Communication	₹ 2,75,00,000.00
4	Medical Services & Dope Control	₹ 30,00,000.00
5	Opening Ceremony	₹ 4,00,00,000.00

6	Procurement	₹	50,00,000.00
7	Spectator Services & Sports Presentation	₹	2,00,00,000.00
8	Technology	₹	1,00,00,000.00
9	Venues Catering	₹	2,20,00,000.00
10	Venue Overlays	₹	1,25,00,000.00
11	Volunteers Operations	₹	50,00,000.00
<b>TOTAL</b>		₹	<b>20,00,00,000.00</b>

- ii. Bidders are required to submit their bids for the minimum amount committed that shall be deposited in NSDF during the Term and mention it in the Commercial Bid format. The amount shall be quoted in Indian Rupees and shall exclude indirect taxes (such as GST etc.).
- iii. It is clarified that the actual amount to be deposited in the NSDF shall be either Surplus Revenue or the minimum amount committed in the commercial bid, whichever is higher.
- iv. Bidders should submit their financial bid as per the format of Commercial Bid set out below.

SR. NO.	EDITION / YEAR	MINIMUM AMOUNT COMMITTED TO BE DEPOSITED IN NSDF (IN INR)
1.	Edition 1/2017	[•] (a)
2.	Edition 2/2018	[•] (b)
3.	Edition 3/2019	[•](c )
4.	Edition 4/2020	[•](d)
5.	Edition 5/2021	[•](e )

- v. It is clarified no fees would be payable by the OC-KISG to the Bidder during any of the year and hence any of the five figures cannot be negative.

### 13. EVALUATION OF BIDS

13.1 The Bids will be evaluated on the basis of the total score awarded to the technical and commercial Bids of each Bidder and the presentation made to OC-KISG by the Bidder (as set out in Clause 12.4) The weightage accorded to the technical Bid, presentation and the commercial Bid shall be in the proportion of 50:20:30.

#### 13.2 Phase I: Evaluation of the Technical Bid

- i. The technical Bid of each Bidder shall be evaluated in accordance with the following methodology:

SR. NO.	BID COMPONENT	WEIGHTAGE
1.	Commitment on market spend on promotion of the event	[10]

2.	Delivery capabilities and experience of the Bidder (and/or its Licensee) across any or all of the multiple work streams set out in the scope of services based on past experience	[10]
3.	Marketing spend or sponsorship raised in one of the last two years	[10]
4.	Profile(s) of the project team members available to be deployed for delivering the Event across multiple work streams as set out in the scope of services	[-20]
	<b>Total</b>	<b>[50]</b>

- ii. Bids receiving scores greater than or equal to 25 score will be eligible for the presentation. If required, OC-KISG may seek specific clarifications from any or all Bidder(s) at this stage. OC-KISG shall determine the bidder(s) that qualify for the next phase after reviewing the clarifications provided by the Bidder(s).
- iii. For criteria (1) above, the bidder having committed for maximum marketing spend for KISG will get full marks and remaining bidders will be assigned marks in proportion to the highest bidder.
- iv. For criteria (2) above, the scores will be granted in the following weights:
- a) Multi-venue event(s) - 5 Marks
  - b) Single-venue event(s) - 5 Marks
- The above weights are additive and accordingly, a Bidder who has managed each of the above types of events will get the full score.
- v. For criteria (3) above, the bidder having highest marketing spend or sponsorship raised will get full marks and remaining bidders will be assigned marks in proportion to the highest bidder.
- vi. For criteria (4) above, the experience of the project team members will be given marks as per the following scheme:
- a) Experience of Team Members in managing International events - 10 marks
  - b) Experience of Team Members in managing National events - 6 marks
  - c) Experience of Team Members in managing State Level events - 4 marks
- The above weights are additive and accordingly, a Bidder who has managed each of the above types of events will get the full score.

### 13.3 Phase II: Presentation

Further, the presentation made by the technically qualified Bidders to OC-KISG (as set out in Clause 12.4), shall be ranked on the basis of the 'Presentation Score' awarded to such Bidder (Sp) and shall carry a weightage of 20 based on following:

S No	Evaluation criterion	Marks
1	Work Plan including opening ceremony & quality of equipment/ services offered/IT Tools & Technology, methodology of qualified and trained manpower available for deployment	[10]
2	Experience of the Creative Director(s)	[10]
3	Total (out of)	[20]

- a) For criteria (1) above, the bidder(s) will be given marks on the basis of creativity and originality by the evaluation committee. The marks allotted to the bidder(s) will be at the sole discretion of the evaluation committee.

- b) For criteria (2) above, the experience of Creative Director(s) in organizing Opening Ceremonies will be given marks as per the following scheme:

i. International Sporting Events	-	5 marks
ii. National Sporting Events	-	3 marks
iii. Any International/National Event	-	2 marks

The above weights are additive and accordingly, a Bidder who has managed each of the above types of events will get the full score.

The aggregate of presentation (as mentioned in phase II and technical evaluation (as mentioned in phase I) will be taken as Technical Score (sT)

#### 13.4 Phase III: Commercial Bid and Overall Evaluation

- i. The Commercial Bid shall be evaluated on the basis of 30% weightage and the aggregate Expenditure shall be evaluated on the basis of Net Present Value using a discount factor of 10%.
- ii. The Bid of the Bidder who submits the highest commercial bid shall get the maximum weightage (30) and the bids of the other Bidders shall be granted weights in proportion to the Bid of the highest Bidder.
- iii. The Bid of the Bidder, who obtains the highest total score (Ts) across the technical bid and the commercial bid, will be rated as the 'Best Bid' and will be declared as the successful Bidder for the grant of the Rights for the Event. In the event that one or more Bidders have the same Ts value, the Bid with the highest technical score (St) will be rated as the 'Best Bid'.
- iv. Further, in the event that one or more Bidders with the same Ts value also have the same technical score (St), OC-KISG may, in its sole direction, declare any one of such Bidders as the successful Bidder. OC-KISG may also exercise its discretion in declaring the successful Bidder by evaluating whether: (a) the commercial Bid of the Bidder rated as having submitted the 'Best Bid' is in accordance with the requirements set out in the RFP; and (b) the Bidder winning the 'Best Bid' is adequately equipped to perform the services in a satisfactory manner.

#### 14. **DECLARATION OF SUCCESSFUL BIDDER; SIGNING OF CONTRACT**

- 14.1 Prior to the expiration of the validity period for the Bid, OC-KISG will notify the successful Bidder in writing by registered post or by facsimile or email transmission that its Bid has been accepted. OC-KISG will also send to the successful Bidder, a draft of the Program Partner Agreement, along with the aforementioned notification. The successful Bidder and OC-KISG shall discuss and enter into a mutually agreeable final written form of the Program Partner Agreement and each party shall retain one original of the signed Program Partner Agreement. It is clarified that the Program Partner 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 Program Partner than those contained in the RFP.
- 14.2 The failure of OC-KISG and the successful Bidder to agree to the terms and conditions of the Program Partner Agreement shall constitute sufficient grounds for the annulment of the successful Bid, following which OC-KISG 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.
- 14.3 Upon the successful Bidder and OC-KISG duly signing the Program Partner Agreement and the Program Partner furnishing the Performance Security, as set out in Clause 15, to OC-KISG, OC-KISG will promptly notify the name of the winning Bidder to each unsuccessful Bidder and refund their respective Earnest Money Deposits.
- 14.4 Term of the Program Partner Agreement: The Program Partner Agreement shall commence on the date of its execution and shall be valid up to the conclusion of the Term. However, Program Partner's obligations will commence from the date of award of the bid.

**15. PERFORMANCE SECURITY**

- 15.1 In order to ensure the due performance of the awarded contract, the Program Partner shall, within 7 (seven) days of entering into the Program Partner Agreement with OC-KISG, furnish an irrevocable bank guarantee for an amount of INR 2,00,00,000 (Two Crores) (“Performance Security”).
- 15.2 The Performance Security shall be valid for a period of 180 (one hundred and eighty) days from the date of expiry of the Term or termination of the Program Partner Agreement, whichever is earlier. It may require revalidation from time to time as the case may be.
- 15.3 All incidental charges whatsoever such as premium and commission with respect to the Performance Security shall be borne by the Program Partner. No interest will be payable on the Performance Security by OC-KISG.
- 15.4 Material failure on the part of the Program Partner, which is not cured within reasonable time from receiving a written notice of such failure from OC-KISG, to comply with the requirements of the scope of services specified in this RFP, shall constitute sufficient grounds for the enforcement of the Performance Security by OC-KISG to the extent of its loss.

**16. TERMS OF PAYMENT / REPORT ON EXPENDITURE INCURRED**

- 16.1 The Sponsorship Revenue generated from each Edition of the Event shall be paid by the Program Partner to OC-KISG within 180 days of closing of the respective Edition.
- 16.2 Program Partner will be permitted to deduct TDS on the Sponsorship Revenue as per Applicable law. OC-KISG will raise necessary invoice at least 30 days prior to the payment due date (except in first edition).
- 16.3 Program Partner shall submit a detailed report to OC-KISG justifying the ‘actual expenditure incurred’ against the ‘committed expenditure’ for organisation of the Games within 180 days of the completion of each Edition.

**17. OTHER TERMS AND CONDITIONS OF THE BID**

- 17.1 All information / details submitted to OC-KISG shall be supported by documentary proof duly certified by the authorised signatory of the Bidder.
- 17.2 Save as expressly authorized by OC-KISG in writing, the Program Partner shall not, without the prior express approval of OC-KISG, incur any liabilities on behalf of OC-KISG, pledge the credit of OC-KISG or make any representations or give any warranty on behalf of OC-KISG.
- 17.3 The mere submission of Bids in response to this RFP by a Bidder, or the rejection thereof by OC-KISG, in its absolute discretion, shall not itself constitute any relationship, legal or otherwise, between OC-KISG and the Bidder or give rise to or be deemed to give rise to any cause or grievance to the Bidder against OC-KISG 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 OC-KISG.
- 17.4 The Bidder must strictly comply with all terms and conditions herein.
- 17.5 OC-KISG reserves the right to call upon any or all the Bidders to satisfy OC-KISG 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, OC-KISG may call upon any or all the Bidders to make a presentation to OC-KISG 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 OC-KISG shall not be considered for any further evaluation and shall stand immediately

disqualified.

- 17.6 OC-KISG is under no obligation to declare the Bidder quoting the highest Rights Fee as the successful Bidder. 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.
- 17.7 The Bidder shall maintain and provide, at its own expense and to the reasonable satisfaction of OC-KISG, such offices and other premises, as may be necessary for the efficient and effective performance of its obligations under the scope of services.
- 17.8 Privileges: The following privileges shall be extended to the Program Partner:
- i. right to use the phrase 'Program Partner of the Khelo India School Games' during the Term; and
  - ii. performance certificate to be issued by OC-KISG to the Program Partner upon the satisfactory discharge of its services in respect of each edition of the 'Khelo India School Games'.
- 17.9 The OC KISG shall have right to use Program Partner logo in all its publicity campaign as "Program Partner of the KISG".
- 17.10 Governing Law and Jurisdiction: The RFP and the relationship between the Bidder and OC-KISG 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 OC-KISG.
- 17.11 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. OC-KISG 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 account of the failure of the Bidder to apprise itself of any legal or local operational conditions / factors.

## 18. DETAILS OF THE EVENT

- 18.1 For the first and second Editions of the Event, OC-KISG commits to conduct competitions in 16 sporting disciplines out of which 7 sports will be broadcasted live. From third edition onwards, OC-KISG intends to conduct competitions in 20 different sports disciplines. The detailed schedules and fixtures will be intimated to the Program Partner by OC-KISG at least 120 days prior to the commencement of the respective Edition. However, the decision of OC-KISG on such matters will be final and binding. To enable the Bidder to evaluate this RFP and submit a meaningful Bid, and to enable the Program Partner to exercise the Rights and meet its obligations, KISG hereby commits the following in relation to the Event:
- i. KISG shall conduct 5 (five) annual editions of the Event during the Term, with 1 (one) edition of the Event being held every calendar year;
  - ii. The first edition of the Event will be held from 31<sup>st</sup> January 2017 to 8<sup>th</sup> February 2018;
  - iii. Working Committee:
    - a) KISG shall constitute a working committee prior to each edition (within 15 days of award of the Bid for the first Edition) for the organisation of the Event ("**Working Committee**"), with such Working Committee to include at least 1 (one) representative of the Program Partner and to jointly deliberate and decide on: (a) the scope of the Event (including the schedule, format and structure of the Event); (b) games to be included or excluded and (c) proposals for the promotion and marketing of the Event; and
    - b) KISG, in conjunction with the Working Committee, shall finalize the precise schedule of each edition of the Event during the Term (other than the first edition) at least [120 (one hundred and twenty) days] prior to the commencement of such edition.

- c) KISG and the Program Partner shall hold a workshop not less than 90 days (from second Edition onwards) to the commencement of that year's event, to share previous year learnings and action points, respective on-ground, event related, marketing and distribution plans and co-ordinate activities to ensure the overall success of the event.
- d) OC-KISG and Program Partner shall hold a workshop not less than 45 days (25 days in the first year) to the commencement of that year's event which includes other key partners, including Program Partner, National Sports Federations, School Games Federations etc.
- e) The working committee shall meet periodically to discuss promotional activities and opportunities to promote the KISG games specially between two events. These discussions in good faith shall also include the provision for marketing material to third parties. However, in case of the first edition, the same meeting will be convened atleast one month before the start of the event
- f) Notwithstanding the above, the discretion of KISG shall prevail in regard to the Games, particularly in respect of scheduling, format, number and choice of games and venues.

iv. KISG shall provide all the support to the Program Partner as set out in **Annexure C**.

18.2 If any of these commitments during any edition of the Event are not met due to any reason (including occurrence of any Force Majeure), there shall be a good faith discussion between KISG and the Program Partner for change in the Rights Fee payable by the Program Partner to KISG;

## 19. GENERAL CONDITIONS OF CONTRACT

19.1 The general conditions of contract, set out in this Clause 19, shall be incorporated in the Program Partner Agreement and shall apply to the extent that the provisions in other parts of the RFP do not supersede them.

### 19.2 General Provisions:

i. Exclusivity:

Except as otherwise set out in this RFP and the Program Partner Agreement, the Rights shall be granted exclusively to the Program Partner in relation to the Global Territory.

ii. Relationship between the parties:

Nothing contained herein shall be construed as establishing a relationship of master and servant or of principal and agent between KISG and the Bidder. The Bidder, subject to the provisions of the RFP or the Program Partner Agreement, has complete charge over the personnel delivering the services and shall be fully responsible for the services performed by them or on their behalf.

iii. Headings:

Headings shall not limit, alter or affect the meaning of this RFP.

iv. Notices:

a) Any notice, request or consent required or permitted to be given or made pursuant to this RFP shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the party to whom the communication is addressed, or when sent by registered post or facsimile or email transmission to such party at the address, facsimile number or email address specified.

b) A party may change its details for notice hereunder by giving the other party 7 (seven) days' prior written notice of such change.

v. Location:

The services shall be performed at such locations as are determined in accordance with the terms of this RFP or the Program Partner Agreement.

vi. Authorized representatives:

Any action required or permitted to be taken, and any document required or permitted to be executed under this RFP by OC-KISG or the Bidder may be taken or executed by the authorized representatives of each party.

vii. Taxes and Duties:

The Bidder shall be liable to bear any direct and indirect taxes, including goods and services tax as applicable, duties, fees, cess, surcharge, levies and other impositions levied under Applicable Law, save that each party shall be liable to bear its own income taxes and all payments shall be subject to tax to be deducted at source and goods and services tax if applicable. Measures to be taken by KISG:

a) It is OC-KISG's policy to require that OC-KISG as well as the Bidders and all its members observe the highest standard of ethics during the execution of the Program Partner Agreement. In pursuance of this policy, OC-KISG, defines, for the purpose of this provision, the terms set forth below as follows:

a) "Corrupt practice" means the offering, receiving or soliciting, directly or indirectly, of anything of value to influence the action of a OC-KISG official in the selection process or in contract execution;

b) "Fraudulent practice" means a misrepresentation or omission of facts in order to influence a selection process or the execution of a contract;

c) "Collusive practices" means a scheme or arrangement between 2 (two) or more Bidders, with or without the knowledge of OC-KISG, designed to establish prices at artificial, non-competitive levels; and

d) "Coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract.

b) OC-KISG may terminate the arrangement if it is determined at any time that representatives of the Bidders were engaged in corrupt, fraudulent, collusive or coercive practices during the selection process or the execution of that contract.

c) OC-KISG may also impose sanctions against the Bidder, namely declaring the Bidder ineligible for the award of the contract, if OC-KISG, at any time, determines that the Bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, any KISG financed contract or event.

19.3 Commencement, Completion, Modification or Termination of the Program Partner Agreement:

i. Effectiveness of the Program Partner Agreement:

The awarded contract shall come into force and effect on the date of execution of the Program Partner Agreement.

ii. Commencement of Services:

The Bidder shall begin carrying out the services in terms of the Program Partner Agreement.

iii. Entire Agreement:

The RFP and the Program Partner Agreement contain all covenants, stipulations and provisions agreed to by the parties. No agent or representative of either party has the authority to make, and the parties shall not be bound by or be liable for, any other statement, representation, promise or agreement not set forth herein or in the Program Partner Agreement.

iv. Modifications or Variations:

Any modification or variation of the terms and conditions of the Program Partner Agreement, including any modification or variation of the scope of the services, may only be made in writing by mutual agreement between the Program Partner and KISG.

v. Force Majeure:

a) Definition:

a) For the purposes of this RFP, “**Force Majeure**” means an event which is beyond the reasonable control of OC-KISG or the Government of India or the Bidder, is not foreseeable, is unavoidable and not brought about by or at the instance of OC-KISG or the Bidder claiming to be affected by such event and which has caused the non-performance or delay in performance, and which makes OC-KISG’s or the Bidder’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood, quarantine or other extreme adverse weather conditions, strikes, lockouts or other industrial action (except where OC-KISG or the Bidder has the power to prevent such strikes, lockouts or other industrial action), confiscation or any other action by government agencies.

b) Force Majeure shall not include: (x) any event which is caused by the negligence or intentional action of the affected party or its agents or employees; (y) any event which a diligent person could reasonably have been expected to take into account at the time of entering into this arrangement, and avoid or overcome in the carrying out of its obligations hereunder; or (z) insufficiency of funds or inability to make any payment required hereunder.

b) Measures to be Taken:

a) Any person affected by an event of Force Majeure shall continue to perform its obligations under the Program Partner as Agreement as far as reasonably practicable, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

b) If a party is affected by an event of Force Majeure, it shall notify the other party of such event as soon as possible, and in any case, not later than 3 (three) days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

c) Any period within which a party is required to, pursuant to the Program Partner Agreement, complete any action or task, shall be extended for a period equal to the time during which such party was unable to perform such action as a result of an event of Force Majeure.

d) During the period of their inability to perform the obligations as a result of an event of Force Majeure, the affected party shall either demobilize or continue with the services to the extent possible, in which case the affected party shall continue to be paid proportionately and on a pro rata basis, under the terms of the Program

Partner Agreement.

- e) In the case of any dispute between the parties as to the existence or extent of a Force Majeure event, the matter shall be settled in accordance with the provisions of Clause 19.8.

vi. Suspensions:

Each party may, by written notice of suspension to the other party, suspend all performance of its obligations under the Program Partner Agreement, if such other party fails to perform any of its obligations under the Program Partner Agreement, , provided that such notice of suspension: (a) shall specify the nature of the failure; and (b) shall allow the other party to remedy such failure, if capable of being remedied, within a period not exceeding 30 (thirty) days after receipt of such notice of suspension.

vii. Termination:

OC-KISG may terminate the Program Partner Agreement by serving written notice:

- a) if the Program Partner fails to remedy a material breach in the performance of its obligations under the Program Partner Agreement hereunder within 15 (fifteen) days of receipt of such notice or within such further period as the OC-KISG may have subsequently approved in writing;
- b) if the Program Partner becomes insolvent or goes into liquidation or receivership, whether compulsory or voluntary, and which has substantial bearing on providing services under the Program Partner Agreement;
- c) if the Program Partner fails to comply with any final decision reached as a result of arbitration proceedings pursuant to Clause 19.8.2;
- d) if the Program Partner is determined to have engaged in corrupt or fraudulent practices in competing for or in executing the Program Partner Agreement;
- e) if the Program Partner submits to OC-KISG a false statement which has a material effect on the rights, obligations or interests of OC-KISG;

viii. Cessation of Rights and Obligations:

Upon the termination of the Program Partner Agreement or upon expiration of the Program Partner Agreement, all rights and obligations of the parties hereunder shall cease, except: (i) such rights and obligations as may have accrued on the date of termination or expiration; (ii) the obligation of confidentiality set forth in relation to the parties; (iii) any right which a party may have under Applicable Law. Further, (i) any advance paid by the Program Partner prior to termination by the Program Partner in accordance with Clause 19.3.7 ii above will be immediately refunded to the Program Partner.

ix. Cessation of Services:

Upon termination of the Program Partner Agreement by either party, the Program Partner shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the services to a close in a prompt and orderly manner. With respect to documents prepared by the Program Partner and equipment and materials furnished by OC-KISG, the Program Partner shall proceed as instructed by OC-KISG.

x. Payment upon Termination:

Upon termination of the Program Partner Agreement for any reason whatsoever, each party shall

pay to the other any unpaid or accrued dues (including any advances received by it).

xi. Disputes about Events of Termination:

If either party disputes whether an event warranting termination has occurred, such party may, refer the matter to arbitration under Clause 19.8.2, and the Program Partner Agreement shall not be terminated on account of such event except in accordance with the terms of any resulting arbitral award.

19.4 Obligations of the Program Partner:

i. Standard of Performance:

The Program Partner shall perform the services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods.

ii. Reporting Obligations:

The Program Partner shall submit to KISG the reports and documents specified in the Program Partner Agreement, in the form, in the numbers and within the time periods set forth therein. Final reports shall be delivered in hard copies specified thereof.

iii. Insurance taken out by the Bidder:

The Program Partner shall take out and maintain adequate insurance, at its own cost, covering its risk under the Program Partner Agreement.

19.5 Assistance by OC-KISG:

OC-KISG shall use its best efforts to:

- i. provide the Bidder with work permits and such other documents as may be necessary to enable the Bidder to perform the services;
- ii. promptly provide support to foreign personnel or foreign consultants or professional engaged by the Bidder for the provision of the services for all necessary entry and exit visas, residence permits, exchange permits and any other documents required for their stay in India;
- iii. issue to its officials, agents and representatives all such instructions as may be necessary or appropriate to facilitate the prompt and effective delivery of the services; and
- iv. provide to the Bidder any other assistance required for the provision of the services.

19.6 Fairness and Good Faith:

i. Good Faith:

The parties undertake to act in good faith with respect to each other's rights under the arrangement and to adopt all reasonable measures to ensure the realization of the objectives of the arrangement.

ii. Operation of the Program Partner Agreement:

The parties recognize that it is impractical for the RFP or the Program Partner Agreement to provide for every contingency which may arise during the Term, and the parties hereby agree that it is their intention that the RFP and the Program Partner Agreement shall operate fairly as between them, and without detriment to the interest of either party.

## 19.7 Settlement of Disputes:

### i. Amicable Settlement:

In the event a dispute arises between the parties in relation to any matter under the RFP or the Program Partner Agreement, either party may send a written notice to the other party. The party receiving the notice shall be required to respond to such notice in writing within 72 (seventy-two) hours of receipt, failing which and if the dispute cannot be amicably settled within the aforementioned time period, the parties shall proceed to arbitration under Clause 19.7.2 below.

### ii. Arbitration:

- a) In the case of a dispute arising in connection with the Program Partner Agreement or the RFP, which has not been settled amicably within the stipulated time period set out in Clause 19.8.1, either party may refer the dispute for arbitration under the (Indian) Arbitration and Conciliation Act 1996. Such dispute shall be referred to the sole arbitrator to be appointed at the sole discretion of the by Secretary (Sports), Govt. of India upon taking into consideration the suggestions provided both the OC-KISG and the Program Partner.
- b) Arbitration proceedings shall be held in India at Delhi and the language of the arbitration proceedings and that of all documents and communications between the parties shall be English.
- c) The decision of the majority of the arbitrators shall be final and binding upon both parties. The expenses of the arbitration, as determined by the arbitrators, shall be borne equally by OC-KISG and the Bidder. However, the expenses incurred by each party in connection with the preparation for such arbitration proceedings shall be borne by the party itself. All arbitration awards shall be in writing and shall state the reasons for the award.

## 19.8 Intellectual Property Rights:

All right, title and interest in and to all ideas, processes, trademarks, service marks, inventions, designs, technologies, computer hardware or software, original works of authorship, formulas, discoveries, patents, copyrights, copyrightable work products, marketing and business ideas, and all improvements, know-how, data, rights and claims related to the foregoing, which are conceived, developed or created with the conceptual inputs, financing or materials provided by a party (“IP”), whether or not registered or registrable, patented or patentable, shall be held and owned solely by such party. The Bidder shall mark all OC-KISG’s IP with KISG’s copyright. In the event that the Bidder should otherwise, including by operation of law, be deemed to retain any rights (whether moral rights or otherwise) to any IP of KISG, the Bidder hereby assigns and otherwise transfers and agrees to assign and otherwise transfer to KISG, without further consideration, OC-KISG’s entire right, title and interest in and to each and every such IP of OC-KISG. The Bidder hereby waives any so-called “droit moral” rights, “moral rights of authors” and all other similar rights the Bidder may have in any IP of OC-KISG, however denominated, throughout the world.

## 19.9 Non-collusive Binding Certification:

- i. By submission of this Bid, the Bidder and each person signing on behalf of the Bidder certifies, under penalty of perjury, that to the best of his/her knowledge and belief:
  - a) the amounts of this Bid have been arrived at independently, without collusion, consultation, communication, or agreement, for the purposes of restricting competition, as to any matter relating to such amounts with any other Bidder or with any competitor;
  - b) unless otherwise required by Applicable Law, the amounts which have been quoted in this Bid have not been knowingly disclosed by the Bidder and will not knowingly be disclosed by the Bidder prior to opening of the Bid, directly or indirectly, to any other Bidder or to any competitor; and
  - c) no attempt has been made or will be made by the Bidder to induce any other person, partnership or

corporation to submit or not to submit a Bid for the purpose of restricting competition.

- ii. A Bid shall not be considered for award nor shall any award be made where Clauses 19.9.1 (i), (ii) and (iii) have not been complied with; provided however, that if in any case, the Bidder(s) cannot comply with the foregoing certification, the Bidder shall so state and furnish a signed statement which sets forth in detail the reasons therefore.

#### 19.10 Sub licensing

The Program Partner will be entitled to sub-licence all or any part of its rights or obligations under the Program Partner Agreement; provided that the Program Partner shall continue to be responsible and accountable to OC-KISG for its obligations despite any such sub-licence.

#### 19.11 Conflict of interests

The bidder should hold OC-KISG interest paramount, without any consideration for future work, and strictly avoid conflict of interest with other assignments or their own corporate interests. Program Partner is entitled to carry on its activities but the deliverables of OC – KISG should not be compromised. If during the period of this contract, a conflict of interest arises for any reason the bidder shall promptly disclose the same to OC-KISG and seek its instructions.

#### 19.12 Miscellaneous:

- i. Any failure or delay on the part of any party to exercise any right or power under the Program Partner Agreement or the RFP shall not operate as a waiver thereof.
- ii. The Bidder shall notify OC-KISG of any material change in its corporate status, especially where such change would impact the performance of the obligations undertaken under the Program Partner Agreement or the RFP.
- iii. Each party shall, at all times, indemnify and keep indemnified the other party, against all claims / damages for any infringement of any intellectual property rights by it of the other party.
- iv. Each party (“Indemnifying Party”) shall, at all times, indemnify and keep indemnified the other party (“Indemnified Party”), against any claims against the Indemnified Party in respect of any damages or compensation as a consequence of any accident or injury sustained or suffered by the Indemnifying Party’s employees or agents or by any other third party resulting from or by any action, omission or operation by or on behalf of the Indemnifying Party.
- v. The Indemnifying Party shall, at all times, indemnify and keep indemnified the Indemnified Party against any and all claims against the Indemnified Party made by employees, workmen, contractors, sub-contractors, suppliers, agents, employed, engaged or otherwise working for the Indemnifying Party, in respect of wages, salaries, remuneration, compensation and the like.
- vi. All indemnity claims shall survive the termination or expiry of the Term.

## ANNEXURE A | DETAILED SCOPE OF WORK

The Program Partner is expected to:

1. The expected quality and scale of the event is to match standards on par with the Commonwealth Games or Asian Games of the same age category. The standards and deliverables of the First Edition will be treated as the benchmark for subsequent editions.
2. Implement the entire competition with seamless coordination between all functional areas. There should be no room for delay/glitches in terms of all functional area operations (outside specific sports conduct) of the games.
3. Set up all broadcast areas including field of play (FOP), athlete & official apparel, in-stadia branding elements and spectator services to reflect a young, colourful, premium and inspirational look & feel in line with the event logo and colours.
4. Provide spectator engagement services to include public announcement systems, DJ's, Master of Ceremonies, games, competitions, prizes, visibility on jumbotrons etc.
5. To ensure that all marketing communication and ads will carry KISG marks, Khelo India marks, all logos of government stakeholders in the event, ticket availability and booking process. All mandatory logos which are to be part of Branding and Collaterals shall be provided to the Program Partner at least one month prior to the Event.
6. To use best efforts to identify and confirm a minimum of 2 event sponsors of repute who will support and invest resources in building the value of the event among the youth of India.
7. Shall ensure that all event material, processes, requirements numbers shall be implemented only after approvals from the OC-KISG. Decisions on all approvals or otherwise will be considered within 72 hours on submission of the request.
8. Implement Games Management System (GMS) to manage and record registration data, accreditation, games, events, entries, divisioning, scores, and reports of the event.
9. Design Volunteer campaign and implement volunteer recruitment, training, management and operations.
10. It is estimated that the expenditure of opening ceremony would be not less than ₹ 4,00,00,000 (INR Four Crores). The standards and deliverables of the First Edition will be treated as the benchmark for subsequent editions. Also, there will be no closing ceremony for the games in the 1st Edition.
11. The office space for the Program Partner would be given by the OC-KISG on a need basis.
12. Lodging boarding of the players will be arranged by the OC-KISG. Transport will be arranged by the OC-KISG. Logistics & management would be done by the Program Partner.
13. The details provided are indicative and to be used only as a minimum quality reference. Bidders are expected to improve on the details mentioned below. The exact requirement will vary across venues

& editions and final requirement list of all material is to be mutually confirmed by Program Partner & OC-KISG 45 days (except in first edition) prior to each edition.

14. As an organiser, applicable Govt. permission will be taken by OC-KISG wherever possible. Wherever the services are being provided by the Programme Partner, it will be its responsibility to obtain the required permissions. OC- KISG will help the programme partner to get only the legitimate licences / permissions.

15. The below mentioned numbers in terms of quantity are estimated requirements. Exact requirement/quantity of each of the items will be worked out only after detailed discussions with the successful bidder after award of the Bid.

## **1. ADMINISTRATION AND EVENT OPERATIONS**

### **ACCREDITATION**

- Approximate accreditation cards requirement: 10,000
- Approximate day pass requirement: 5 Venues X 100 units = 500 passes
- Accreditation list to be pre-approved by CEO, KISG
- Accreditation plan to be shared with the league at least 60 days before (15 days in case of first year) 1st match day and signed off by all stakeholders.

### **Technical Specification of Lanyards**

- 20 mm wide thickness.
- Rotating metal C. Hook. Lanyard Fabric (Satin)
- Printed lanyard (Dye Sub Printing). Custom printing logo, event details.

### **Technical Specification of Lamination Pouch**

- Material: PET+EVA. Thickness: 225 microns
- Melting Point: 110 degrees Celsius. Lamination Temperature: 110-140 degree Celsius
- Size: 180mmX114mm with rounder corners.
- UV resistant

### **Technical Specification of High Security Hologram**

- Tamper evident type 30 composition
- Microns 36 thickness
- Low haze polyester film of consistent optical density for brighter Hologram.
- Affixed with 90 GSM release paper with superior high tack pressure sensitive adhesive for better grip and higher release property to ensure easy peel off hologram from release paper, made with Laser technique
- The design provided shall be embossed on each Hologram.

### **Technical Specification of Accreditation Cards/Passes Paper.**

- 120 GSM
- Watermark with Khelo India School Games Logo
- Size: 175 mmX110 mm / A5 (Approx.)
- Design and logo will be provided once tender is awarded

#### **Emergency/Day Passes:**

Total Requirement: 5 Venues X 100 units = 500 passes

There will be access passes to be issued to various service providers on need basis. They will be controlled by the respective Venue Managers. These will be called Bump-In/Bump-Out passes.

## OVERALL MANPOWER AND MANAGEMENT

The Program Partner shall ensure the following parameters regarding the event operations team for the event:

- Provide the OC-KISG with an organization chart of Program Partner operations team at least 90 days (30 days in case of first edition) prior to each edition except in first edition,
- Provide the OC-KISG with all contact details of all vertical heads within the Program Partner operations team,
- Ensure best efforts to retain the Program Partner operations team for all editions for operational quality improvements across multiple editions,
- Ensure that the Program Partner operations team sets up its event secretariat 45 days prior to each edition (except in first edition) within the same premises as the OC-KISG secretariat to enable seamless integration of preparations,
- Ensure that 'Daily Running Sheet' (DRS) to be finalised by 5 PM previous day. Format of Daily Running Sheet will be provided by OC-KISG.
- Ensure that daily post-event de-briefing of operations as well as broadcast team is done.

## PRINTING OF TICKETS/INVITATIONS

The Program Partner shall ensure the following parameters regarding the ticketing and spectator services plan for the event:

- Ensure printing of tickets at least 60 days before each edition (30 days in case of first year) as per the designs approved by OC-KISG.
- Ensure printing of Invitations for Opening/closing ceremonies and other significant functions related to the Event.

## 2. APPARELS & UNIFORMS

The Program Partner shall ensure the following parameters regarding sports apparel & uniform numbers and quality for the event.

- 3 design options (including colour and cut) for athlete apparel to be submitted (for each broadcast sport) for approval to OC-KISG
- 3 design options (including colour and cut) for official's apparel to be submitted (for each broadcast sport) for approval to OC-KISG
- The kits are to be designed as per the following;

### 1. Kit Contents

S. No.	Categories	Count	TRACK SUITS		T-SHIRTS		PLAYING GEAR		BLAZER		CAP	
			Each	Total	Each	Total	Each	Total	Each	Total	Each	Total
1	Contingent Leader	36	1	36	1	36	0	0	0	0	1	36
2	Technical Officials	484	0	0	1	484	0	0	1	484	1	484
3	Coaches	848	1	848	2	1696	0	0	0	0	1	848
4	Managers	416	0	0	0	0	0	0	1	416	1	416
5	Athletes	4840	1	4840	1	4840	2	9680	0	0	1	4840
6	Workforce	50	1	50	1	50	0	0	1	50	1	50
7	Volunteers	376	1	376	2	752	0	0	0	0	1	376
8	Media	150	0	0	1	150	0	0	0	0	1	150

<b>TOTAL</b>	<b>6150</b>	<b>8008</b>	<b>9680</b>	<b>950</b>	<b>7200</b>
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It is clarified that the apparel is to be given to actual participants participating in the events, and other officials etc. actually engaged in the KISG.

**2. Suggested Fabric:**

The colour specifications of the Uniforms are as given below:

<b>Item</b>	<b>Colour</b>
Formal Blazer	As Per OC KISG
T-Shirt	As Per OC KISG
Shorts	As Per OC KISG
Socks	As Per OC KISG
Cap	As Per OC KISG
Track Suit	As Per OC KISG
Playing Gear	As Per OC KISG

Detailed specifications for the fabrics for the Uniform are as given below:

Item	Fabric Specification
Formal Blazer	Poly-Viscose with Mat Texture (Polyester 65%, Viscose 35%) with Polyester 100% Lining
T-Shirt	Dri-Fit
Shorts	Dri-Fit
Socks	Cotton
Cap	Dri-Fit
Track Suit	Dri-Fit
Playing Gear	Dri-Fit

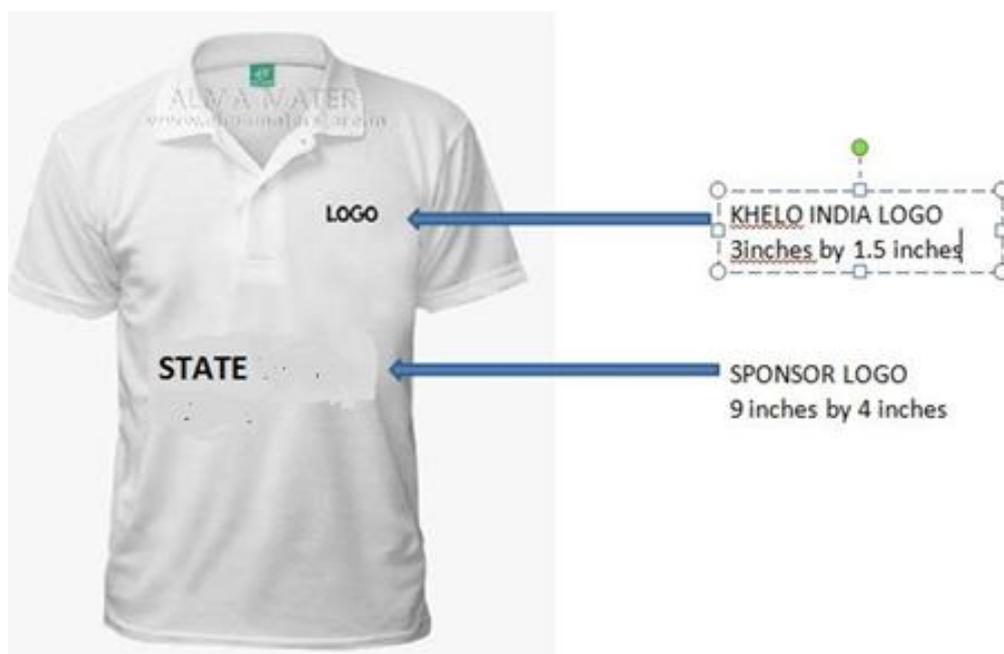
A sample of the fabric will be shared with the Bidders at the Pre-Bid Meeting. For any modifications in the specifications, the successful Bidder would be required to work back with the OC KISG, for approval of the same. Any variations beyond the specified quality of the fabric will be considered after selection of the bidder and only in case of the fabric provided is of a higher quality than specified at no extra cost as per the colour/shade suggested.

Every state and UT will have a separate colour/pattern that is unique and distinguishable, especially during matches between teams.

### 3. Logo on Uniforms

- All the players'/officials' uniforms should have the pre-approved design elements as provided by OC-KISG, and a sample should be approved before production of the full quantities.
- A design template for the Logo positioning on various parts of apparels shall be approved by OC-KISG. A reference is placed below:

## FRONT



## BACK



SPONSOR LOGO  
9 inches X 4 inches

CHEST NUMBER  
3.75 inches X  
3.25 inches

## LEFT SHOULDER



SPONSOR LOGO  
2.75 inches X  
1.25 inches

# RIGHT SHOULDER



SPONSOR LOGO  
2.75 inches X  
1.25 inches



# FRONT



STATE TEAM NAME AND  
CHEST NUMBER LENGTH: 3.5  
INCH  
HEIGHT: 1.5 INCH



KHELO INDIA LOGO  
LENGTH: 3.5 INCH  
HEIGHT: 1.5 INCH



**BACK**

SPONSOR LOGOS  
LENGTH: 3.5 INCH  
HEIGHT: 1.5 INCH



**FRONT LEFT CHEST**

LOGO

KHELO INDIA LOGO  
LENGTH:3.5 INCH  
HEIGHT:1.5 INCH

STATE TEAM NAME

STATE TEAM NAME  
LENGTH: 9.00 INCH  
HEIGHT:1.00 INCH



BACK

SPONSOR LOGO

SPONSOR LOGO  
LENGTH: 7.00 INCH  
HEIGHT: 3.00 INCH

T SHIRT NUMBER

PLAYER NUMBER  
LENGTH: 8 INCH  
HEIGHT: 5.5 INCH



SPONSOR LOGO

SPONSOR LOGO  
LENGTH: 3.00 INCH  
HEIGHT: 1.00 INCH



SPONSOR LOGO  
LENGTH: 3.00 INCH  
HEIGHT: 1.00 INCH

### TRACK PANT FRONT



KHELO INDIA LOGO &  
SPONSOR LOGO  
LENGTH: 3.00 INCH  
HEIGHT: 1.5 INCH

PLAYER NUMBER  
LENGTH: 4.00 INCH  
HEIGHT: 2.75 INCH



### **3. COMMUNICATIONS**

#### **PRESS OPERATIONS & PUBLIC RELATIONS**

The Program Partner shall ensure the following parameters regarding the press operations and PR initiatives:

- appoint a press coordinator at least 45 days (30 days in case of First Edition) prior to the event to integrate all stakeholder press & PR initiatives,
- ensure that the government's "Khelo India mark" is the focus of all coverage disseminating around the event,
- create and disseminate sub-events, exclusive news worthy interviews, "hero building", social impact reports starting at least 45 days prior to the event
- ensure leadership in creating an excellent public opinion around the event,
- ensure any and all negative areas (if any) are identified and notified to all stakeholders at the earliest,
- ensure any and all negative press reports are handled swiftly with corrective action reports
- ensure daily press releases to maximize event coverage in national & regional dailies, magazines and digital media,
- Press briefing will be done by OC-KISG. The Program Partner will make arrangements for press conferences and all necessary material (media Kits, souvenirs etc.) covering,
  - Launch event at least 45 days prior to the event
  - Opening ceremony
  - Post-match press conferences for all broadcast sports (semi-final onwards)
  - Closing ceremony (Second Edition onwards) – to showcase event winners and next steps for them.
  - Special cases
- 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.

#### **VENUE BRANDING & DESIGN**

The Program Partner shall ensure the following parameters regarding event venue branding arrangements for the event.

- Branding for the venues (including numbers and specifications) will be mutually decided by the Program Partner and OC-KISG based on the venue for each Edition.
- 3 options of indoor stadium FOP and layout design options to be submitted (for each broadcast sport as mentioned in PMR RFP) for approval to OC-KISG
- 3 options of outdoor stadium FOP design options to be submitted (for each broadcast sport as mentioned in PMR RFP) for approval to OC-KISG
- Post final approvals of the branding elements, the same needs to be in the program manual for usage by all partners of OC-KISG.
- All branding elements including sponsors’ logo placement will be suggested by OC-KISG. Creative template and designs are to be approved in advance by OC- KISG.
- All branding elements such as standees, arches, backdrops, banners, hoardings etc. shall have mention of all partners of OC-KISG.
- Venue directional signage shall start from 1Km radius (all approach roads) to the venue. However, this may be discussed and mutually agreed upon with the program partner.
- The venue entry and exit gate/arch should be placed at all venues (all sports);
- 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, hospitality lounges, playing arena, mixed zones etc.
- All players’ room, gym, coaches’ rooms, stores etc. and any other specified area/room thereon shall be adequately branded.
- The player entry and exit gate/arch should be placed at all venues (all sports); one for each team/ one per venue/one per sport.
- The venue/player entry should be aesthetically and thematically designed with colour theme and palette approved by the OC-KISG.
- Each structure should only be branded with Khelo India marks. Composite 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 OC-KISG.
- All FOPs should have 3d infield/FOP branding/Mat like other international sports event of cricket tournaments.
- All collaterals, merchandise and stationary to be designed as per the approved event designs shall be developed by the Program Partner.
- All designs and creatives options shall be presented for approval of OC-KISG at least 21 days prior to the event.
- Overall branding quality specifications:

S N	NAME OF THE PRODUCT	Specifications		
		Material	Print	Hardware
1	Flags	Knitted polyester fabric	UV	
2	Flag poles			Steel pipe and metal base
3	Fop facia boards (metal frame + flex)	13 oz. matt flex	UV	Steel
4	External fencing / internal fencing	Mesh banner	UV	Cable ties
5	Broadcast tribune / media tribune / wall graphics strips/ cone wraps/ wall wraps (internal) / porta cabin / glass facade (block out)	Vinyl	UV	

6	Table skirting / camera stand skirting	Knitted polyester fabric	UV	
7	Media / mixed zone backdrop	13 oz. block out flex	UV	16 gauge frame
8	Barricades	Sun Pac + rohs compliant vinyl	UV	Cable ties
9	Vomatrics			
10	Dropdown banners (internal)	110 gsm knitted polyester fabric	UV	16 gauge rod
11	Dropdown banners (external)	110 gsm knitted polyester fabric	UV	20 gauge rod
12	Standeers	Synthetic polypropylene paper	UV	Aluminium base
13	Pillar wraps (without frame)	Vinyl	UV	
14	Pillar wraps (with frames)	Knitted polyester fabric	UV	Steel pipe
15	Gate arch – 3 options			
16	Spectator area back	110 gsm knitted polyester fabric	UV	Wires & cable ties
17	Glass façade			
18	Decals/ graphic over road/ go markers	Rohs compliant vinyl + film	Uv	
19	Fleet graphics/ sports equipment	Polymeric calendared rohs vinyl	UV	
20	Wall wrap	Calendared vinyl	UV	
21	Hot air balloon			
22	Mobile led screens (for live telecast at various places in city)	Ppi = 6.4mm (or more)		
23	Mobile hoarding			
24	Led drop down			
25	Dynamic OLED hoardings - city	Ppi = 6.4mm (or more)		
26	Wrist bands			
27	Runner Boards for FOP	Digital		

- **Overall branding requirements**

Venue Branding Requirements per venue					
S. No	Description	Units	Height (feet)	Width (feet)	Total
1	<b>Venue Approach Branding</b>				
	Banners	1000	6	3	18000
	Hoardings	100	20	10	20000
	Bill boards	25	30	50	37500
	Venue Signage	1000	4	3	12000
	Electric Pole Branding	2000	6	3	36000
2	<b>Venue Entry / Exits</b>				
	Main Entry / Exit	2	20	100	4000
	Arena Entry / Exit	16	720	640	21760
3	<b>Stadium periphery</b>				

	Vomataries	50	10	6	3000
	Outer Area	1000	6	10	60000
	Rooms X 2	45	10	20	18000
	Standeers	1000	6	3	18000
<b>4</b>	<b>In-Stadia Branding</b>				
	Dropdowns	50	10	50	25000
	Pillar Wraps	200	12	8	19200
	Table Skirting (Running)	1	4	2500	10000
	Glass façade	25	8	2	400
	Tier Branding (Running)	1	4	12500	50000
	Masking (Running)	1	10	1000	10000
<b>5</b>	<b>FOP</b>				
	Digital LED Runner Boards	As per requirements			
	Backdrops	5	20	30	3000
	3D FOP matting	4			0
<b>6</b>	<b>Victory Ceremony</b>				
	Podium	1	10	100	1000
	Backdrop	1	30	40	1200
	Stage (2 feet high)	1	15 (width)	40	600
<b>7</b>	<b>Venue</b>				
	Signage	500	2	3	3000
	Flags (decorative)	500	3	2	3000
<b>8</b>	<b>Misc. Branding elements</b>	5000	1	1	5000

#### **4. MEDICAL SERVICES**

The Program Partner shall ensure the following:

- Establish a medical room at each venue with at least 2 doctors and adequate nursing staff and medical facilities
- Tie up with hospital(s) in the vicinity of 2-3 KM of venues for any medical emergency.
- At least 2 ambulances with life support stationed at each venue and tie up with nearby hospitals for additional requirements
- A First aid facility should be available for spectators at each venue.

#### **5. OPENING/CLOSING CEREMONY & TEST EVENTS**

The Program Partner shall ensure the following parameters regarding the event opening \ closing ceremonies.

##### **Games Torch:**

Games Torch depicts the liveliness of the games/tournament which has become the protocol of the sporting events. As it gets handed over by one player to another it depicts brotherhood amongst the player.

- Bidder has to design, produce and deliver 4 pieces (each season) of torch that has to be specially designed for each seasons. This torch will be used during the torch relay and life size torch lighting.
  - Hand Held Torch (4 nos.) Approximate size: 4 feet to 5 feet (with complete mechanism i.e. enough no of gas canister, pipes etc.) Bidder has to provide enough number of gas canister so that the torch can stay lit during the relay.
- Bidder shall design and produce life size torch for torch lighting ceremony. Bidder will be responsible to organise the complete mechanism (gas cylinder, pipes, technical mechanism etc.) so that the life size torch should lit through the games.
  - Life Size Torch: 12 feet to 15 feet (with complete gas mechanism, gas cylinders etc.)

- Bidder will be responsible for all permissions and safety measures.

**Indicative Opening ceremony event flow:**

**Protocol**

- National anthem
- Athlete parade
- Torch lighting
- Oath
- Flag hoisting (games flag)
- Speech
- Declare the games open

**Entertainment**

- Theme song
- Flawless thematic performances (segment based)
- Pyro show
- Vote of thanks

**Entertainment**

- Segment by the next host city
- Flawless thematic performances (segment based)
- Pyro show

(subject to change with mutual consent)

**TEST EVENTS**

The Program Partner shall ensure the following parameters regarding test events at each venue and sport.

- Opening ceremony with full technical rehearsal in complete sync with host broadcaster shall be completed in the presence of all stakeholders 1 day prior to the live broadcast,
- The full technical rehearsal shall involve the scheduled match play apart from the opening/closing ceremony acts,
- The final and comprehensive Opening/Closing ceremony details including acts etc. shall be submitted to OC and the host broadcaster at least 15 days prior to the said events,
- To be implemented with 100% setup as required for live broadcast,
- All improvements requested by broadcast partners, NSF’s to be finalized and implemented before the live broadcast event.

**6. PROCUREMENT**

**Victory Medals, Trophies, Certificates and Souvenirs**

Program Partner shall ensure the following parameters regarding the event operations team for the event:

- Provide the OC-KISG with a sample of each medal, certificate, trophy and souvenir for quality confirmation,
- Ensure that the correct spelling of winner names is reflected on all certificates issued for all medal winners,
- Ensure that special trophies for best player, best referee, best competition manager, fair play award for athletes & teams, best managed state contingent etc. are provisioned for in each edition. OC-KISG will provide the numbers of such trophies in the working committee meeting to be held before each Edition.
- An illustrative list of quality specifications and quantity of total requirements is given below, the exact quality and quantity of each of the items will be confirmed after approval of the samples provided by the bidder:

	Name of the item	Specification	Approx. Qty. Req.
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<b>A</b>			
<b>MEDALS</b>			
A-1	Gold plated medal with lanyard & medal box	2.5" size Round kaskoot / zinc Medal as per sample weight 72 gms with LOGO embossing with multi-colors and other side small logo with write up provided by us with world class best Gold plated with 1" Lanyard and Engraved Wooden Box inside velvet base.	463
A-2	Silver plated medal with lanyard & medal box	2.5" size Round kaskoot / zinc Medal as per sample weight 72 gms with LOGO embossing with multi-colors and other side small logo with write up provided by us with world class best Silver plated with 1" Lanyard and Engraved Wooden Box inside velvet base.	469
A-2	Bronze medal with lanyard & medal box	2.5" size Round kaskoot / zinc Medal as per sample weight 72 gms with LOGO embossing with multicolor and other side small logo with write up provided by us with world class best Bronze plated with 1" Lanyard and Engraved Wooden Box inside velvet base.	595
<b>B</b>			
<b>TROPHIES</b>			
B-1	Overall champions trophy	Total height 26" includes 6" height double wooden stand 4 side colored name plates with proper box packing. Attractive designed in brass silver or gold plated with cup/statue/star/ring/ball etc. used and shining polish.	1
B-2	Over-all Runners-Up trophy	Total height 22" includes 6" height double wooden stand 4 side colored name plates with proper box packing. Attractive designed in brass silver or gold plated with cup/statue/star/ring/ball etc. used and shining polish	1
B-3	Over-all Second Runners-Up trophy	Total height 18" includes 5" height double wooden stand 4 side colored name plates with proper box packing. Attractive designed in brass silver or gold plated with cup/statue/star/ring/ball etc. used and shining polish.	1
B-4	Trophies for sport first	Trophy 16" height includes 5" wooden stand with glossy polish with 4 side colored name plates with proper box packing. Attractive design in brass silver or gold plated shining polish	16
B-5	Trophies for sport second	Trophy 14.75" height includes 4" wooden stand with glossy polish with 4 side colored name plates with proper box packing. Attractive design in brass silver or gold plated shining polish	16
B-6	Trophies for sport third	Trophy 13" height includes 3.5" wooden stand with glossy polish with 4 side colored name plates with proper box packing. Attractive design in brass silver or gold plated shining polish	16
B-7	Special trophies for best school, best managed state contingent etc.	Gold polish Brass material trophy on Melamine Polish Wooden stand with name plate in color and lamination. The height of the trophies should be 14.5" and Base Width 4"X 4".	19
<b>C</b>			
<b>CERTIFICATES</b>			
C-1	Winners certificates	For all winners	2000
C-2	Participation certificates	For all participants and workforce/volunteers	8000
<b>D</b>			
<b>SOUVENIRS</b>			
D-1	Lapel Pins		15000

D-2	Mementoes	<ul style="list-style-type: none"> <li>• Soft Toy (Mascot)</li> <li>• Commemorative Medals</li> <li>• Display shields</li> </ul>	5000
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## **7. SPECTATOR SERVICES & SPORTS PRESENTATION**

- Ensure sufficient merchandise availability at in-stadia kiosk and; Merchandise including clappers, horns, banners etc. to be sold to the audience,
- Include spectator engagement activities including live bands, DJ, games, clappers, gifts, apparel, lucky draws, competitions, quizzes etc. to maximize spectator interest for the event,
- Ensure experienced MC for each of indoor and outdoor stadium; should have conducted event commensurate to audience size; should be part of practice days; should have knowledge of the sport (basic rules and regulations),
- Experienced DJ for each of indoor and outdoor stadium; should have conducted event commensurate to audience size; should be part of practice days; should have knowledge of the sport (basic rules and regulations),
- Ensure 3 youth focused activities per day in half time/ breaks between games for audience engagement,
- Ensure 1 Interaction between audience and athletes/ brand ambassadors per day in half time/ breaks between games,0
- Provide sufficient and appropriate food, beverage and refreshments through food courts, vending machines, live counters, mobile carts etc. to the audience on chargeable basis.
- Include programs, shows, master classes covering educational, social values, sports education, sports participation; high performance sports practices, sports sciences, fitness testing, nutritional counselling, college admissions and sports careers.
- Ensure trained manpower / stewards at the stadium to guide and communicate with the spectators.
- Ensure clear and operational directional signage's
- Ensure parking facility for the spectators at the stadium
- Ensure hygiene and sanitization
- Ensure Fan Zone at the concourse
- Set up screens in the concourse to show content, Messages, Match day activity details etc.
- Replay screens to be strategically located keeping the audience seating in mind. However, wherever available, existing screens/equipment to be used as is basis. The bidder will undertake all repairs to the pre-installed equipment before hand over.
- Music to curated as per the regional likes
- Ensure important announcement are made periodically and in multiple language.
- Adequate arrangements to be ensured for 'Specially Abled' and Senior citizens of society.

## **8. TECHNOLOGY**

### **a) HARDWARE SUPPORT (ICT EQUIPMENT)**

The Program Partner shall ensure the following parameters regarding ICT equipment arrangements for the event.

Overall equipment requirements:

S. No.	Item
1	Desktop internet enabled (25 X 16 FOPs)
2	Laptop internet enabled (5 X 16 FOPs)
3	Printer MFP A4 (Black) (10 X 16 FOPs)
4	Printer MFP Color A3 (1 X 16 FOPs)
5	Projector
6	Switch L3 - 24 Ports (for Networking)

7	LAN Hub - 5 Ports
8	Wi-Fi Router
9	Wi-Fi Extender
10	Cartridge
11	Flat screen LED Television(10 X 16 FOPs)
12	Printer Colour A4(3 X 16 FOPs)
13	Short range Walkie talkie(20 X 16 FOPs)
14	Long range Walkie-talkies ( one for each Transport vehicle)

#### **b) SOFTWARE SUPPORT**

The Program Partner shall ensure the following parameters regarding the website, mobile app and social media platforms.

- to be young, colourful, premium and inspirational in visual design reflecting event colour scheme,
- to be Integrated with live –photos, video clips and editorial updates after each event,
- to have online entry system with data import & export tool on website,
- to be responsive – multi device compatibility,
- to be integrated with Social media platforms including official Facebook, Twitter, YouTube, Instagram etc.,
- Daily schedule update & Live scoring integration for all sports,
- All event photos and video clips uploaded to carry the official event logo.
- The final creative design and site-map of all apps/social media/websites should be in sync with overall design, philosophy and vision of the program and shall be approved by OC-KISG.

#### **9. VENUE CATERING**

The bidder has to ensure that the following constituent groups are provided sufficient food, beverages and water throughout the duration of the events:

- Athletes & Technical Officials
- Workforce & Volunteers
- VIP's & Dignitaries
- The arrival date for participants will be 1 day prior to the opening ceremony, with such participants to depart 1 day after their respective teams have been knocked out of such game (with the exception of participants who are also participating in other subsisting individual or team games).
- Protocol will be determined by OC-KISG. The details provided are indicative and to be used only as a minimum quality reference. Bidders are expected to improve on the details mentioned below.

#### **Workforce/Volunteers (Sample box meals)**

<b>SAMPLE MENU PER DAY</b>					
<b>LUNCH</b>	<b>MEASURE</b>	<b>EVENING SNACKS</b>	<b>MEASURE</b>	<b>DINNER</b>	<b>MEASURE</b>
Sandwich	1 no. (4 slices)	Juice Tetra	200 ml	1 Sandwich	1 no. (4 slices)
Snack item – Puff/Samosa, etc.	1 no.	1 biscuit packet	1 small pack (10 biscuits)	1 snack – Puff	1 no. (medium size)
Bread Item (Criosant/Bun)	1 no.	Ketchup Sachet	1 no.	Cake	1 no. (medium slice)

		1 snack/chips packet	1 no.		
Juice Tetra	200 ml			Juice Tetra	200 ml
Cake	1 piece	1 puff	120 g	Apple	1 no.
Ketchup Sachet	1 no.			Ketchup Sachet	1 no.
Plastic Spoon	1 no.	Plastic Spoon	1 no.	Plastic Spoon	1 no.
Tissue Paper	1 no.	Tissue Paper	1 no.	Tissue Paper	1 no.
Water Bottle	500 ml.	Water Bottle	500 ml.	Water Bottle	500 ml.

- **Delivery Timings:**
  - Lunch : 12:00 Hrs
  - Evening Snacks : 1530 Hrs
  - Dinner : 1830 Hrs
- The ratio of Veg and No-veg boxes should be 60% and 40% respectively
- Number of Boxes required:
  - 500 X 3 Times X 12 days = 18,000

<b>VIP Buffet Sample Menu</b>
<b>Day1/Session 1.1 (0800 Hrs to 1300 Hrs)</b>
Veg Cutlet
Chicken Cutlet
Veg Mini Sub Roll (Cold)
Chicken Mini Sub Roll (Cold)
Cocktail Samosa/ Kachori
Assorted Muffins
Assorted platters of Quiche/pizza (Warm) choice of chicken/prawn/ cheese/ vegetables
Cheese & Corn Nuggets
Chicken Nuggets
Assorted Cookies
<b>Day1/Session 1.2 (1300 Hrs to 1800 Hrs)</b>
Veg Cutlet
Chicken Cutlet
Veg Mini Sub Roll (Cold)
Chicken Mini Sub Roll (Cold)
Cocktail Samosa/ Kachori
Assorted Muffins
Assorted platters of Quiche/pizza (Warm) choice of chicken/prawn/ cheese/ vegetables
Cheese & Corn Nuggets
Chicken Nuggets
Assorted Cookies
<b>Day1/Session 1.3 (1800 Hrs to 2100 Hrs)</b>
Veg Cutlet
Chicken Cutlet
Veg Mini Sub Roll (Cold)
Chicken Mini Sub Roll (Cold)
Cocktail Samosa/ Kachori

Assorted Muffins
Assorted platters of Quiche/pizza (Warm) choice of chicken/prawn/ cheese/ vegetables
Cheese & Corn Nuggets
Chicken Nuggets
Assorted Cookies
Tea/ Coffee vending machines including selection of teas, Selection of coffee, Milk and assorted juices to be served during competition in the designated VIP lounges.

Lounge Operational hours: Session 1- 0800 Hrs; Session 2- 1300 Hrs ; Session 3 -1800 Hrs from 21 December to 29 December 2017

Menus will be on rotational basis each day

\*Expected Pax. Per Day: VIP- 150 nos at each venue. & Media- 150 nos. For VIPs, the proper sitting arrangements will be made and special counters (one counter for 100) will be set up for service. For opening/closing ceremony, arrangement for 750/500 VIPs will be made

Number of volunteers will be decided mutually.

\*VIP lounges will be catered for as per the schedule i.e. 1 VIP lounge per sport but that depends on host city / venue.

Above Menu is indicative and subject to change to equivalent item with approval of OC KISG

#### **Athletes & Technical Officials:**

- Catering to the Athletes will be taken care by the respective hotels in which they are staying. A packet containing fruit, juice, cake and biscuit to be given at venue
- Estimated Pax. For complete tournament: 7000 nos.
- Service for VIP, Media, Players and Technical Officials at the Competition venue is only on the match days and workforce will be as per the above-mentioned numbers with dates.
- The above quantities are subject to a variation of  $\pm 10\%$  to be advised by OC-KISG at least 48 hours prior to the competition day. Billing will be done on Actual Basis.
- The Bidder will have to supply sufficient water bottles at an average of 2 Litres per person per day as per nos. provided above or as per any additional requested by OC-KISG 2017. Visi-coolers and Serving Staff: As per requirements.

### **10. VENUE OVERLAYS**

The Program Partner shall ensure the following parameters regarding venue development & overlay arrangements for the event.

Overall equipment requirements:

S.No.	Particulars	Details/Specification
1	Room 1	20ft X 20ft
2	Room 2	10ft X 10ft
3	Chairs	Armrest Cushion chair with cushion at seat and backrest, with steel frame
	Chairs	Plastic
4	Dustbin	50 litre plastic dustbin with foot liver and dustbin cover
5	Air Conditioner / heater / fan	

6	Locker	6 door storage Steel Locker : Height - 72 Inches x Width - 15 Inches x Depth - 18 Inches
7	Octonorm Panel	1 meter width panel, aluminium frame, 8 feet height.
8	Power points	15 amps -5 plug point with 5 meter cable length
9	Table	Octonorm table with aluminium framing 3feet length x width 2 feet, height 2.5 feet
10	Computer table	Contemporary style Office table
11	Computer chair	Cushioned revolving chair
12	Portable Toilet	Portable toilet with PVC / MS frames body. Plumbing with quality EWC, flush tank, taps and washbasin Waste removal and cleaning staff, water facility, plumbing and tank (2000 litre to 5000 litre water tank will be keep on 8 feet height platform-depend nos.

**Generator sets:**

Program Partner shall ensure the following power backup for the event at their own cost:

- Opening ceremony to be exclusively planned on generator sets and arrangements to be done accordingly.
- At least one 750 KVA petrol Generator Sets at each venue for sporting events
- Should run for 12 hours continuously

\*\* Note : The actual requirements of above mentioned items will be finalised after recce of each venue. For the sake of cost estimation, the Bidders are advised to use their previous experience of conducting such events.

**Room Allocation at Venues:**

Venue Accreditation Helpdesk Office (VAHO)	1
Uniforms and Accreditation distribution Centre (UAC)	1
Ceremonies Holding cum Catering Area	1
Broadcast Compound	1
Commentary Control Room	1
Production Room	1
Image & Look Storage Area	1
Media Tribune	1
Venue Media Center	1
Press Conference Room	1
Media Lounge	1
Mixed Zone	1

Media Helpdesk	1
VIP Lounge and Games Family Lounge	1
Medical Room	1
Security/Police Control Room	1
Security/Police Break Area	1
FOP Equipment Storage	1
Athletes Change Rooms and warm up area	1
Athletes Lounge	1
Competition Management Office/ Meeting Room	1
SSV Room	1
SGFI/NSF/Local Fed. Office	1
TO/Referee Change Room	1
Athlete Entrance	1
warm-up Area	1
Technology Help Desk	1
Technology Storage	1
Athletes and Officials Load Zone	1
TSR Storage & Staff	1
Venue Operation Centre	1
CAW Contractor's office	1
Workforce Break Area	1

## ANNEXURE B | RESERVED RIGHTS

<b>a) On Ground Inventory</b>	OC KISG reserves <b>25% (Twenty-Five per cent)</b> of FOP inventory on ground and event backdrops to all editions.
<b>b) Right to approval</b>	OC KISG reserves the right to approval on all matters concerning the scope of services (as detailed in Annexure A) by the event partner. All approvals/disapprovals will be provided within 72 hours of submission. The decision of OC-KISG shall be final and binding in the matter. OC- KISG will also approve the creative design templates in advance to enable a smooth operation and would want the creative designs should come for its approval at least 15 days before the commencement of the games.
<b>c) Right to Change</b>	OC KISG reserves the right to change on all matters concerning the scope of services (as detailed in Annexure A) by the event partner. However, It is intended that any changes to the same will be done with mutual agreement of Program Partner and OC-KISG prior to each Edition.
<b>d) Rights to appoint Partners</b>	OC-KISG reserves the right to appoint exclusive partners, like Travel Partner, Accommodation Partner, Official Time Keeper (TSR Partner), Catering Partner etc.

## **ANNEXURE C | SUPPORT TO BE PROVIDED BY OC-KISG**

OC-KISG will provide the following support to the Program Partner at no additional cost:

1. OC-KISG will be responsible for procuring the venue for each edition of the Event. OC-KISG shall provide the Program Partner access to the venue as may be required by the Program Partner for exercising the Rights and performing its services.
2. OC-KISG shall provide to the Program Partner 50 (fifty) hospitality tickets for each Game, and 100 (one hundred) premium passes for each Ceremony subject to maximum of 10% of the capacity in premium category.
3. OC-KISG will procure all necessary governmental and/or regulatory approvals and licenses for the conduct and implementation of the Event will extend assistance to the Program Partner to procure all licenses required to perform services.
4. OC-KISG shall set-up a dedicated team of 4 (four) individuals, who shall liaise with the successful Bidder in relation to the Event.
5. Any approvals sought by the Program Partner in the course of its services shall not be unreasonably withheld or delayed, and any grant or rejection of such request for approval shall be communicated in writing forthwith to the Program Partner with reasons therefor.
6. OC-KISG shall ensure that all event sponsor logo/marks are included in all event related marketing collaterals.
7. 25% of branding is not for sale and reserved for OC-KISG. OC – KISG will pass on any reference / sponsorship offer received by it to the programme partner.
8. OC-KISG shall contract with transport agencies for the transport of players and officials for the Event. As part of its services, the Program Partner shall coordinate with such transport agencies contracted by OC-KISG.

**ANNEXURE D | FORM OF UNDERTAKING**

To

OC-KISG,  
1<sup>st</sup> Floor, SAI Headquarters,  
JLN Stadium Complex,  
Entry Gate No 10,  
Lodhi Road, New Delhi

I/WE *<insert name>*

of *<insert business address>*

hereby submit our Bid in response to the Request for Proposal (RFP) to acquire Program Partner rights for the first 5 (five) editions of the 'Khelo India School Games' and undertake to provide services related to Program Partner rights as we will be reasonably required to perform in accordance with our Bid, the RFP requirements and the Program Partner Agreement to be signed by us.

I/We understand that KISG reserves the right to accept / reject any application and the selection is at the sole discretion of KISG.

Signature:

Name (in full):

Name of Organization:

Title:

Date: