



INDIAN KAYAKING & CANOEING ASSOCIATION

REQUEST FOR PROPOSAL (RFP) AGAINST OPEN TENDER ENQUIRY IN TWO BID SYSTEM

INVITATION OF BIDS For Consultancy Specifically for International ICF Approved Artificial Canoe Slalom Course

**Request for proposal (RFP) No IKCA/TENDER K&C -165/
CSL – Artificial Course 2025-26 Dated 09.02.2026**

1. Sealed proposal in two bids system, Technical and Commercial are invited by the INDIAN KAYAKING & CANOEING ASSOCIATION for **Consultancy Specifically for International ICF Approved Artificial Canoe Slalom Course** at an estimated cost of **Rs. 10,00,000/- (Rupees Ten Lakhs only)**.
2. Please super scribe the above-mentioned Title, RFP Number and date of opening of the bid in the proposal to avoid the Bid being declared invalid. inviting to
3. The address and contact numbers for sending or seeking clarifications regarding this RFP are given below:
 - (a) Queries and Bids to be addressed to –
INDIAN KAYAKING & CANOEING ASSOCIATION
Address: B-199, Basement, Lajpat Nagar -1,
New Delhi – 110024
 - (b) Name/designation of the contact personnel: **Ms. Bhawana**
 - (c) Telephone Numbers of the contact personnel: **+91-7982515082**
 - (d) e-mail ids of contact personnel: **ikcasports@gmail.com**
4. This RFP is divided into five Parts as follows:
 - (a) Part I - Contains General Information and Instructions for the Bidders about the RFP such as the time, place of submission and opening of tenders, Validity period of tenders, etc.
 - (b) Part II - Contains essential details of the items required, such as the Schedule of Requirements (SOR), Technical Specifications, Delivery Period, Mode of Delivery and Consignee details.

- (c) Part III – Contains Standard Conditions of RFP, which will form part of the Contract with the successful Bidder.
 - (d) Part IV – Contains Special Conditions applicable to this RFP and which will also form part of the contract with the successful Bidder.
 - (e) Part V – Contains Evaluation Criteria and Format for Price Bids.
5. This RFP is being issued with no financial commitment and the Buyer reserves the right to change or vary any part thereof at any stage. Buyer also reserves the right to withdraw the RFP, should it become necessary at any stage.

**President
Indian Kayaking & Canoeing Association
New Delhi-110024**

PART- I GENERAL INFORMATION

1. **Critical Dates.** The critical dates with respect to the Tender Ref. No. **IKCA/TENDER K&C - 165/ CSL – Artificial Course 2025-26 Dated 09.02.2026**

CRITICAL DATE SHEET			
S. No	Item	Date	Time
(a)	Published Date	9 th February 2026	11:00 am
(b)	Pre-Bid Meeting Date	13 th February 2026	12:00 pm
(c)	Bid Submission End	21 st February 2026	06:00 pm
(d)	Bid Opening Date	23 rd February 2026	11:00 am

The tender documents can be downloaded from the website: <http://www.ikca.in/> and <http://sportsauthorityofindia.nic.in/>.

2. SCHEDULE / MANNER OF DEPOSITING AND OPENING OF THE BIDS:

- (a) Pre-Bid Meeting – Applicants who wish to participate can apply via email, the link will be shared.
- (b) The Bids both Technical and Commercial should be submitted / sent via email **ikcasports@gmail.com** duly Password Protected PDF file before the due date of submission i.e 21st February 2026 @ 06:00 pm. Late tenders/bids will not be considered. Late tenders/bids will not be considered.
- (c) The password of the Bid Proposal shall not be mentioned anywhere in the email.
- (d) The password shall be required on the date of opening of Proposal which shall be communicated separately by the Applicants via email.

3. PRE – QUALIFICATION CRITERIA:

- 1. Bidder should be approved by IKCA. Certificate to be attached.
- 2. Bidder Should quote for Architectural Design and DPR as per Annexure- A. Undertaking should be attached.
- 3. Bidder should not blacklist or debarred by any Govt. Or autonomous bodies, undertaking should be attached.

4. Bidder should have experience in providing similar services (design, development of Infrastructure) in at least one project during the last 3 financial years in Central Government, State Government, Public Sector Undertakings (PSUs), National Sports Federations, State Sports Federations, or any other recognized institution/organization. Supporting document to be submitted with the Technical Bid.
5. Bidder should have minimum Average Annual Turnover of Rs. 1 Cr. during last 3 financial years. Copy of Turnover Statement for last three financial years duly certified by CA must be enclosed with the proposal.
6. Tender Conditions Acceptance Letter as per Annexure – C

4. **TWO BID SYSTEM:**

The bids will be submitted as per following in Two Bid System:

(a) **TECHNICAL BID:**

All Documents mentioned in the Part-I clause no. 3 are required to be submitted with the bid / proposal in the PDF format duly password protected on and before closing date as mentioned above in the RFP along with Tender Fee and BID Security Declaration.

(b) **PRICE BID:**

Commercial bid will be submitted in separate PDF format as per price bid FORMAT Appendix – I in RFP and same should be e-mailed to the department duly password protected.

5. **VALIDITY OF BIDS:**

The Bids should remain valid **30 days** from the date of opening of the Bids.

6. **TENDER FEE:**

Tender Fee: Interested bidders shall be required to pay a non-refundable amount of Rs. 1,000/- (Rupees One Thousand only) towards the Fee of the Tender Document. Tender Fee required to be submitted in form of DD in favour of “Indian Kayaking and Canoeing Association” payable at New Delhi.

7. **EARNEST MONEY DEPOSIT:**

BID Security Declaration to be provided on company letterhead as per Annexure-B duly signed and stamped.

(Signature of the tenderer)

PART II
ESSENTIAL DETAILS OF ITEMS / SERVICES REQUIRED

1. SCOPE OF WORK:

List of items / services required is as follows:

Ser No	Name/Type of item/Services/ Description of store	Qty.
(a)	As per Annexure A	1 Job

2. TECHNICAL DETAILS:

The information in the technical bid should be complete in itself to facilitate full technical scrutiny. The vendor must volunteer all information required for this purpose. The IKCA Reserve the right to seek necessary clarifications on the technical bids. It must be borne in mind that no change to commercial bid, arising out of clarifications on technical bid, is permitted. **A copy of brochure should be forwarded along with technical bids.**

- 3. TWO-BID SYSTEM** – In respect of Two-bid system, Bidders are required to furnish clause by clause acceptance of scope of work bringing out clearly the deviations from specification, if any. The Bidders are advised to submit the compliance statement in the following format along with Technical Bid:

S.NO.	SCOPE OF WORK	Compliance to SCOPE OF WORK Yes / No	In case of non-compliance, deviation from scope of work to be specified in unambiguous terms

4. TIMELINES:

The estimated time required to complete all the aforementioned steps is **45 days** from the date of issue of work order / contract. **Mandatory site visit** by the bidder is required prior to participating in the Tender /RFP.

5. CONSULTANCY PLACE:

HPA Ground, Koteshwar, Uttarakhand.

(Signature of the tenderer)

PART - III

STANDARD CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of the Standard Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **Law** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Effective Date of the Contract.** The contract/ supply order shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.
3. **Arbitration.** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to construction or performance, which cannot be settled amicably, may be resolved through arbitration.
4. **Penalty for use of Undue influence.** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavor to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Seller or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Seller or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Buyer to cancel the contract and all or any other contracts with the Seller and recover from the Seller the amount of any loss arising from such cancellation. A decision of the Buyer or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Seller. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.

5. **Non-Disclosure of Contract Documents:** Except with the written consent of the Buyer/ Seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.
6. **Liquidated Damages:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the Items and conduct trials, installation of equipment, training, etc as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores.
7. **Termination of Contract:** The Buyer shall have the right to terminate this Contract in part or in full in any of the following cases:
- a) The Timeline of service is delayed for causes not attributable to Force Majeure for more than (10 days) after the scheduled date of delivery.
 - b) The Seller is declared bankrupt or becomes insolvent.
 - c) The Buyer has noticed that the Seller has utilized the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.
 - d) As per decision of the Arbitration Tribunal.

(Signature of the tenderer)

PART - IV
SPECIAL CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of Bid submitted by the Bidder.

1. **PAYMENT TERMS:**

100% payment will be released as per following:

- a. 50% payment will be released in advance upon start of Work Order.
- b. balance 50% payment will be released upon submission of DPR along with the Invoice in duplicate showing contract number, description of services, quantity, unit price and total amount.

Successful bidder is required to complete entire scope of work/services within the specified delivery period mentioned in the RFP/ Tender.

It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made through ECS/EFT mechanism instead of payment through cheques, wherever feasible. A copy of the model mandate form prescribed by RBI to be submitted by Bidders for receiving payments through ECS.

2. **PAYING AUTHORITY:** IKCA, New Delhi-110024

3. **FALL CLAUSE:** The following Fall clause will form part of the contract placed on successful Bidder –

- (a) The price charged for the stores supplied under the contract by the Seller shall in no event exceed the lowest prices at which the Seller sells the stores or offer to sell stores of identical description to any persons/ Organization including the purchaser or any department of the Central government or any Department of state government or any statutory undertaking the central or state government as the case may be during the period till performance of all supply Orders placed during the currency of the rate contract is completed.
- (b) If at any time, during the said period the Seller reduces the sale price, sells or offer to sell such stores to any person/ organization including the Buyer or any Deptt, of central Govt. or any Department of the State Government or any Statutory undertaking of the Central or state Government as the case may be at a price lower than the price chargeable under the contract shall forthwith notify such reduction or sale or offer of sale to the Director general of Supplies & Disposals and the price payable under the contract for the stores of such reduction of sale or offer of the sale shall stand correspondingly reduced. The above stipulation will, however, not apply to:

- i) Exports by the Seller.
- ii) Sale of goods as original equipment at price lower than lower than the prices charged for normal replacement.
- iii) Sale of goods such as drugs which have expiry dates.
- iv) Sale of goods at lower price on or after the date of completion of sale/placement of the order of goods by the authority concerned under the existing or previous Rate Contracts as also under any previous contracts entered into with the Central or State Govt. Depts, including their undertakings excluding joint sector companies and/or private parties and bodies.

4. FORCE MAJEURE CLAUSE:

- (a) Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.
- (b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.
- (c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.
- (d) If the impossibility of complete or partial performance of an obligation lasts for more than 6 (six) months, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice of 30 (thirty) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the goods received.

5. SPECIFICATION:

The Seller guarantees to meet the scope of work as per Annexure – A of RFP.

(Signature of the tenderer)

PART - V
EVALUATION CRITERIA & PRICE BID

1. **EVALUATION CRITERIA:** The broad guidelines for evaluation of Bids will be as follows:
 - (a) Only those bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.
 - (b) In respect of Two-Bid system, the technical Bid forwarded by the Bidders will be evaluated by the Buyer with eligibility and qualifying requirements specified in the RFP. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation.

2. **EVALUATION AND COMPARISON OF FINANCIAL BIDS:**
 - (A) IKCA will evaluate and compare only those Financial Bids which are determined to be substantially responsive and **the financial evaluation of bids shall be performed on total value basis.**
 - (B) The Authority will determine whether the financial proposals are complete, correct and free from any computational errors and indicate correct prices in local currency (Indian Rupee).
 - (C) In evaluating the Financial Bids, IKCA will determine for each Financial Bid the amount quoted by the Bidder. The Financial Bid shall not include any conditions attached to it and any such conditional financial proposal shall be rejected summarily.
 - (D) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.
 - (E) Any other criteria as applicable to suit a particular case.

3. **FORMAT OF PRICE BID :**

Commercial bid will be submitted in separate PDF format only as per price bid FORMAT Appendix – I in RFP and same should be e-mailed to the department duly password protected.

ANNEXURE – A

SCOPE OF WORK

Below is given the specialized nature of the project for the local firm approved by IKCA to handle all below tasks, which includes local surveys, testing, and assessments of regional conditions.

Sr. No.	Project Process	Qty.
1.0	Site Information	1 JOB
1.1	Topographic Survey of site area including access route	
1.2	Bathymetric Survey from shoreline out a minimum of 20m from lake edge	
1.3	Boundary area of land marked on Topographic survey	
1.4	Power grid investigation - capacity and location of nearest sub-station	
1.5	Lake level - determination of design level for lake and variance	
1.6	Water Quality Check for recreational activities	
1.7	Environmental / Ecological assessment - land and water	
2.0	Preliminary Conceptual Design	
2.1	Course length, width, flow and main design parameters	
2.2	Preliminary Design layout in plan to meet ICF design criteria	
2.3	Preliminary rapid blocks layout and rapid blocks specifications (whitewater obstacle specification) plus rescue RapidBloc units	
2.4	Preliminary Pumping Station arrangement - generic plan and section	
2.5	Typical cross section including slalom gate system, floodlights	
2.6	Typical details of pre-cast units for channel	
2.7	Preliminary Cost Estimates	
2.8	3D Model of preliminary design	
3.0	Detailed Project Report (DPR) Preparation with Preliminary Conceptual Design and Preliminary Cost Estimates	

(Signature of the tenderer)

BID SECURITY DECLARATION FORM

Date: _____ Tender No. _____

To,
INDIAN KAYAKING & CANOEING ASSOCIATION
Address: B-199, Basement, Lajpat Nagar -1,
New Delhi - 110024

I/We. The undersigned, declare that according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a. have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b. having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of

- (i) the receipt of your notification of the name of the successful Bidder; or
- (ii) thirty days after the expiration of the validity of my/our Bid.

Signed:

(insert signature of person whose name and capacity are shown)

in the capacity of

(insert legal capacity of person signing the Bid Securing Declaration)

Dated on _____ day of _____

(insert date of signing)

Corporate Seal where appropriate.

ANNEXURE – C

TENDER CONDITIONS ACCEPTANCE LETTER (To be given on Company Letter Head)

Date _____

To,

INDIAN KAYAKING & CANOEING ASSOCIATION

Address: B-199, Basement, Lajpat Nagar -1,
New Delhi – 110024.

SUB: ACCEPTANCE OF TERMS & CONDITIONS OF TENDER

Tender No. /RFP No. _____

Name of Tender : _____

1. I/We have downloaded/obtained the tender document(s) for the above mentioned „Tender/Work“ from the web site(s) namely:
2. I/ We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc .), which form part of the contract agreement and I/we shall abide hereby the terms /conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. In case any provisions of this tender are found violated, your department/ organization shall be at liberty to reject this tender/bid including the forfeiture of the full said Earnest Money Deposit absolutely and we shall not have any claim/right against department in satisfaction of this condition.

(Signature of the Bidder, with Official Seal)

FINANCIAL BID LETTER & FORMAT FOR FINANCIAL OFFER**RFP / Tender for Consultancy Specifically for International
ICF Approved Artificial Canoe Slalom Course**

To,
INDIAN KAYAKING & CANOEING ASSOCIATION
Address: B-199, Basement, Lajpat Nagar -1,
New Delhi - 110024

**Sub: Financial Bid for Consultancy Specifically for International ICF Approved
Artificial Canoe Slalom Course.**

Dear Sir,

As a part of the Bid for Selection for “RFP/Tender for **Consultancy Specifically for International ICF Approved Artificial Canoe Slalom Course**”, we hereby make the following Financial Offer (Price Bid) to IKCA:

S. No.	Item Name	Qty	Unit Price with GST/Taxes	Total Amount with Taxes/GST In INR
1.				
2.				
TOTAL in Figures				
TOTAL in Words				

- All terms and conditions of supply shall be applicable as per tender terms. Price should be quoted inclusive of all TAXES/ CHARGES.
- Bidder shall be agreed to be bind by this offer if they are selected as the preferred bidder

FOR AND ON BEHALF OF _____

SIGNATURE _____

Date _____