

TENDER DOCUMENT

For

**SELECTION OF AGENCY/FIRM
FOR PROJECT MANAGEMENT OF
COE / SHAKTIDOOT SCHEME OF
SPORTS AUTHORITY OF GUJARAT**



Through online e-tendering process only

Sports Authority of Gujarat,
Block No:- 14/3rd Floor ,
Dr. Jivraj Mehta Bhavan
Gandhinagar 382010, Gujarat
Phone: (079) 23254791
e-mail: sec-sag@gujarat.gov.in
e-mail : Procurement.sag@gmail.com

2019-20

Price: Rs.5000/- (Five Thousand Rupees Only)

Notice Inviting On-line Tender

Details about Tender: Tender Notice No. SAG/Tender/201920/coe-shaktidoot

Department Name	:	Sports Authority of Gujarat
Circle	:	Sports Authority of Gujarat Block no-14/3 rd Floor, Dr.Jivraj Mehta Bhavan Gandhinagar 382010
Division	:	Head office
IFB No./ Tender Notice No.	:	Tender Notice No. SAG/Tender/201920/coe-shaktidoot
Name of Project	:	Management service for coe/shaktidoot scheme
Name of Work	:	Management services
Estimated Cost	:	Rs.99,00,000/-
Period of Completion	:	-
Bidding Type	:	Open
Class of Bidder	:	Not Applicable
Tender Currency Type	:	Single
Tender Currency Settings	:	Indian Rupee (INR)
Joint Venture	:	Not Applicable
Rebate	:	Not Applicable
<i>Amount Details</i>		
Bid Document Fee.	:	Rs.5,000/- in form of Demand Draft
Bid Document Fee Payable to	:	“Secretary, Sports Authority of Gujarat” payable at Gandhinagar
Bid Security /EMD (INR)	:	Rs.2,97,000/-
Bid Security/ EMD in favor of	:	“Secretary, Sports Authority of Gujarat” payable at Gandhinagar
<i>Tender Dates</i>		
Bid Document Downloading Start Date	:	27 /11/2019 at 04.00 p.m. (15.00 hrs)
Bid Document Downloading End Date	:	17 /12/2019 at 06.00 p.m. (18.00 hrs)
Last Date & Time for Receipt (Submission) of Bids online	:	17/12/2019 at 04.00 p.m. (16.00 hrs)
Last Date & Time for Receipt (Submission) of Bids physical Document	:	18/12/2019 at 06.00 p.m. (18.00 hrs)
Date of Tender opening	:	19 /12/2019 at 3.00 p.m. (15.00 hrs)
Financial bid opening Date	:	19/12/2019 at 4.00pm (16.00hrs)
Pre-bid Meeting Date	:	02 /12/2019 at 4.00pm (16.00hrs)
Bid Validity Period	:	180 days from opening of price bid
Phone	:	079-23254791
<i>Other Details</i>		
Officer Inviting Bids	:	Director General, Sports Authority of Gujarat, Gandhinagar
Bid Opening Authority	:	Director General Sports Authority of Gujarat, Block No 14/3 rd Floor Dr. Jivraj Mehta Bhavan Gandhinagar 382010

General Terms and Conditions

- (1) Bidders can download the tender document from the www.nprocure.com website.
- (2) Bidders have to follow the two bids System as requirement in tender.
- (3) Bidders have to submit Price bid in Electronic form only on n-procure website till the Last Date & time for submission.
- (4) Free vender training camp will be organized every Saturday between 4.00 to 5.00 PM at (n) Code Solutions – A Division of GNFC Ltd. Bidders are requested to take benefit of the same.

Bidders who wish to participate in online tenders will have to procure/ should have legally valid Digital Certificate as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any of license certifying Authority of India or can contact (n) Code Solutions – A division of GNFC Ltd., who are licensed Certifying Authority by Govt. of India.

All bids should be digitally signed, for details regarding digital signature certificate related training involved the below mentioned address should be contacted:

(n) Code Solutions

A Division of GNFC

301, GNFC Infotower, Bodakdev, Ahmedabad –380 054 (India)

Tel: +91 26857316/ 17/ 18, Fax: +91 79 26857321

E-mail: nprocure@gnfc.net

Website: www.nprocure.com

Toll Free: 1800-233-1010(Ext.321)

Other Terms and Conditions are as per detailed tender documents.

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INVITATION FOR BIDS (IFB)

Sports Authority of Gujarat (SAG), a government organization responsible to promote sports across the state of Gujarat.

Aim:

- Spread awareness of sports across different sections of society, resulting in character building and inclusive development
- Identify and nurture sporting talent in Gujarat and give them the opportunity to shine in global sports arena by creating a sports centric, incentivized ecosystem for all stakeholders

In order to achieve this Aim, SAG has established several avenues of sports training through various schemes for different strata of Athletes; this includes District level sports schools (DLSS), in school sports program, Sports academy, Shaktidoot scheme etc. SAG is responsible to provide infrastructure, equipment and coaching in these above-mentioned schemes.

Introduction:

Government of Gujarat (GoG) started Khel Mahakumbh in year 2010. One of the main objectives was to identify and nurture sporting talent from Olympic & non-Olympic indigenous sports.

Alongside of training, it is necessary to track the performance of these athletes as they participate in various other competitions and training programs. The tracking would have various parameters such as fitness parameters, skill parameters, psychological, performance in various tournaments, education progress etc. Since, these players are spread across the state, it is necessary to have continuous monitoring system and the resources located in various parts of the state. Real time tracking would also involve frequent travelling with these players within India and abroad. The players also may be undergoing training at various training centres (govt./pvt.) across the state.

SAG intends to talent identifications, nurturing, intensive coaching and various nationals and internationals competitions for the budding players especially COE & Shaktidoot players.

Sports Authority of Gujarat (SAG), on behalf of GoG, invites tenders from experienced, well-established, resourceful and reputed sports management firms interested in undertaking player management with various schemes or the promotion of sports person and sports in general.

SCHEDULE FOR INVITATION OF TENDER

TENDER NAME: SELECTION OF AGENCY/FIRM FOR PROJECT MANAGEMENT OF COE/SHAKTIDOOT

To	
Issue of Tender:	From 27 /11/2019 at 4.00pm (16.00hrs) to 17 /12/2019 at 6.00pm (16.00hrs)
Bid Due Date:	17 /12/2019 at 6.00pm (16.00hrs)
Bid Submission Address:	Director General Sports Authority of Gujarat, Block No 14/3 rd Floor Dr. Jivraj Mehta Bhavan Gandhinagar 382010
Technical Bid Opening Date & Time:	19 /12/2019 at 4.00pm (16.00hrs)
Venue:	Director General Sports Authority of Gujarat, Block No 14/3 rd Floor Dr. Jivraj Mehta Bhavan Gandhinagar 382010

Note:

Please address all queries and correspondence to the Director General Sports Authority of Gujarat, Block No 14/3rd Floor, Dr. Jivraj Mehta Bhavan, Gandhinagar 382010 or SAG email address Procurement.sag@gmail.com

1. If the Office of the Sports Authority of Gujarat happens to be closed on the day of receipt/opening of the bids as specified, the bids will be received / opened on the next working day on opening of the Office up to the same time and at the same venue.
2. Please quote contact details / Email details in all your correspondence.

General Instructions

- 1.0 Bidders who wish to participate in this selection process will have to register on <https://www.nprocure.com>. Further, participating Bidders will have to procure Digital Certificate as per Information Technology Act 2000 using which they can sign their electronic commercial proposals. Bidders can procure the same from (n) Code Solutions – a division of GNFC Limited, or from any other agency licensed by Controller of Certifying Authority, Government of India. Bidders who already have a Digital Certificate need not procure a new digital certificate.
- 2.0 **Technical Bid:** Bidders shall submit physically their bids in **TWO SEPARATE PARTS** in sealed envelopes super-scribed with due date, time, project and nature of bid **through Registered Post A.D., Speed Post.**

PART-I: Bid Security of the Tender Document in a separate sealed envelope superscripted with the Tender Document . Please enclose **EMD** amount in favour of “ Secretary Sports Authority of Gujarat, Gandhinagar.”

Price of one copy of the Tender Document of Rs.5000/- in form of Demand Draft/s drawn in favour of “ Secretary Sports Authority of Gujarat, Gandhinagar.”

PART-II: Original and one copy of TECHNICAL BID complete with all technical and commercial details except the prices. Original printed document shall be considered as authentic.

The envelopes containing Part-I and Part-II of offer should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips shall be filled and pasted on the envelopes. All pages of the offer must be signed.

- 3.0 **Financial Bid:** Bidder shall submit the **FINANCIAL BID** online only.
- 4.0 Services offered should be strictly as per scope mentioned in this Tender Document. Please spell out any unavoidable deviations, item-wise, in your bid under the heading “Deviations”.
- 5.0 Once quoted, the Bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
- 6.0 Bidder shall quote the prices of services as mentioned valid for 180 days.

The price of one copy of the Tender Document is Rs. 5,000/-, which can be paid by crossed Demand Draft. The Demand Draft may be drawn in favour of “ Secretary Sports Authority of Gujarat” payable at Gandhinagar.

Yours faithfully,
For and on behalf of
Director General,
Sports Authority of Gujarat,
Block No 14/3rd Floor
Dr. Jivraj Mehta Bhavan,
Gandhinagar 382010

To be pasted on the outer envelope containing Tender Fees, EMD

Important Data

DO NOT OPEN – THIS IS A BID

PROJECT		Selection of Agency for project Management services of Coe/ Shaktidoot
Due Date	:	18 /12/2019
Time	:	06.00 p.m. (18.00 hrs)
From		To,
<Name of Bidder>		Sports Authority of Gujarat
<Address>		Sports Authority of Gujarat, Block No 14/3 rd Floor Dr. Jivraj Mehta Bhavan Gandhinagar 382010
<Phone no.>	:	(079)23254791
<Fax no.>	:	(079) 23254113

Tender Fees, EMD and Technical Bid should be in separate envelope and then enclosed in the cover envelope.

To be pasted on the outer envelope containing Tender Document & Technical bid.

DO NOT OPEN – THIS IS A BID

PROJECT		Selection of Agency for project Management services of Coe/ Shaktidoot
Due Date	:	18 /12/2019
Time	:	06.00 p.m. (18.00 hrs)
From		To,
<Name of Bidder>		Sports Authority of Gujarat
<Address>		Sports Authority of Gujarat, Block No 14/3 rd Floor Dr. Jivraj Mehta Bhavan Gandhinagar 382010
<Phone no.>	:	(079)23254791
<Fax no.>	:	(079) 23254113

Tender Fees, EMD and Technical Bid should be in separate envelope and then enclosed in the cover envelope.

CHAPTER – I

INSTRUCTIONS TO THE BIDDER

ARTICLE-1: DEFINITIONS

In this document, unless the context specifies otherwise, the following words and phrases shall mean and include:

- 1) “Agreement” means the document signed by the Director General, Sports Authority of Gujarat, (SAG) and the Bidder that incorporates any final corrections or modification to the Tender and is the Legal document binding both the parties to all terms and conditions of the Contract.
- 2) “Bid” means the complete bidding document submitted by the Bidder to the Sports Authority of Gujarat, (SAG) and shall include any corrections, addenda and modifications made therein.
- 3) “Bidder” shall mean a corporate entity or a society or a corporation or a trust or a firm eligible to participate in the Tender in the stages of Pre-qualification, Bidding process and shall include the successful Bidder during the currency of the Contract.
- 4) “Contract Period” shall mean entire term of the contract as indicated in the Article 32, Chapter II.
- 5) “Contract” shall include the requirements as outlined under Chapter III within time limits indicated, for which the Bidder shall be paid in accordance with the terms and conditions of the Agreement.
- 6) “Corrupt Practice” means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Bidder selection and Contract execution.
- 7) “Department” shall mean Sports Authority of Gujarat or any other Department or Agency notified by the State for this purpose.
- 8) “Financial Capability” means financial worthiness of Bidders as per the terms of the Tender.
- 9) “Government” shall mean the Government of Gujarat.
- 10) “Local Language” means the language declared by the concerned State Government as their official language.
- 11) “Tender” means the organization/institution, which is floating this tender i.e. Sports Authority of Gujarat (SAG), Office of the Sports Authority of Gujarat (SAG), Gandhinagar.
- 12) “Total Accepted Tender Value” means the total value of services and supplies as covered under this Tender and agreed upon by the Tender and the Bidder.

ARTICLE-2 PROPOSED PROJECT: MANAGEMENT SERVICES FOR COE/ Shaktidoot

Sports Authority of Gujarat requires a management agency/firm that can manage the COE and Shaktidoot scheme and provide the required resources for it. On the basis of eligibility criteria mentioned, the bidding firms/companies will be selected or empanelled by SAG as Management Agency of COE/Shaktidoot for the next 2 year. However, owing to special circumstances, SAG may at its discretion choose to invite fresh tender for any services.

ARTICLE - 3 ELIGIBILITY CRITERIA FOR BIDDERS

- 3.1.** The bidder should **have minimum turnover of Rs. 50.00 Lakh** in any one year from last 2 financial years; (submit a copy of Certificate of Chartered accountant)
- 3.2.** Participating firm should be a **registered company** or firm or individual entity with a valid **Permanent Account Number (PAN) and GST Registration**. Also agency should be registered with Employee's State Insurance Corporation (ESIC), registered with Employees Provident Fund Organization (EPFO) (**copy to be submitted of all documents.**)
- 3.3** The Bidder / Management Agency/Firm /company should be in the similar services (sports Management services/sports consultancy/sports data management/ player monitoring and tracking system) from last 5 years. (Proof to be submitted)
- 3.4** The Bidder / Management Agency/Firm /company must have supplied minimum 20 human resources to any organizations as sports consultancy/ management services in last 5 years.
- 3.5** The bidder should not have been debarred / blacklisted by any State Government / Central Government / PSU / Reputed Organizations for any reason in the last three financial years as on bid calling date. (Self-declaration of the same to be given Online)

CHAPTER-II GENERAL TERMS AND CONDITIONS

ARTICLE – 1 CHECKLIST OF DOCUMENTS COMPRISING THE BID

1.1 The bid / bids submitted shall have the following documents:

Part-I

Tender Fees, Earnest Money Deposit

Part – II

Bid signed and sealed (with official seal) in Original (with photocopies in copy I) on all pages with all pages duly numbered.

1. Technical Bid with Tender Document in the form prescribed in the Tender.
2. List of present Directors/Owners/Executive/Council Members/Trustees/ Board members as applicable.
3. General power of attorney/Board of Directors resolution/ Deed of Authority contract and all correspondences/documents thereof. Format for General Power of Attorney is given at Annexure 4.
4. Required documents for annual turnover (i.e CA certificate)
5. Audited Balance sheet and Income statement duly signed by the statutory auditors and authorized signatory/ies of the Bidder for the recent last three years.
6. Documentary evidence (signed by authorized signatory) proving that bidder fulfills the eligibility criteria as stated in Chapter II.
7. Documentary evidence (signed by authorized signatory) proving that bidder has provided all the data and documents required for carrying the evaluation of their Bid as per the parameters given at Chapter II.
8. Compliance statement for the whole Tender Document including all Annexures
9. All deviations and/or non-compliance clauses shall be listed separately
10. Details in the formats as given at Annexure. (please check all the Annexures)

Part-III

- I. Financial Bid as per Annexure – 8 to be submitted on-line only. No deviations and/or non-compliance clauses shall be allowed in the Financial Bid.

ARTICLE – 2 BIDDING DOCUMENT

2.1 Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submits a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid.

ARTICLE – 3 CLARIFICATIONS ON BIDDING DOCUMENTS

- 3.1 Bidders can seek written clarifications within 5 days from the last date of issue of the tender document, to SAG, Gandhinagar. The clarification shall be issued without any delay.

ARTICLE – 4 AMENDMENT OF BIDDING DOCUMENTS

- 4.1 At any time prior to the deadline for submission of bids, SAG for any reason, whether at its own initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by amendment.
- 4.2 All prospective Bidders who have received the bidding documents will be notified of the amendment and such modification will be binding on them.
- 4.3 SAG amend the document if required and the details shall be made available at our website and as well on www.nprocure.com from where the tender document is to be downloaded.
- 4.4 In order to allow prospective Bidders a reasonable time to take the amendment into account in preparing their bids, SAG, at its discretion, may extend the deadline for the submission of bids.

ARTICLE – 5 LANGUAGE OF BID

- 5.1 The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and SAG shall be in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English. For purposes of interpretation of the bid, the translation shall govern.

ARTICLE – 6 COST OF BIDDING

- 6.1 The Bidder shall bear all costs associated with the preparation and submission of the Bid and SAG will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

ARTICLE – 7 BID FORMS

- 7.1 Wherever a specific form is prescribed in the Tender Document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information.
- 7.2 For all other cases, the Bidder shall design a form to hold the required information
- 7.3 Tenderer shall not be bound by any printed conditions or provisions in the Bidder's Bid Forms

ARTICLE – 8 FRAUDULENT & CORRUPT PRACTICES

- 8.1 Fraudulent practice means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish bid prices at artificial on-competitive levels and to deprive the SAG of the benefits of free and open competition.
- 8.2 Tenderer will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

ARTICLE – 9 LACK OF INFORMATION TO BIDDER

- 9.1 The Bidder shall be deemed to have carefully examined all contracts documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the document.

ARTICLE – 10 CONTRACT OBLIGATIONS

- 10.1 If after the award of the contract the Bidder does not sign the Agreement or fails to furnish the performance guarantee/security deposit within the prescribed time limit, the SAG reserves the right to cancel the contract and apply all remedies available to him under the terms and conditions of this document.

ARTICLE – 11 BID PRICE

- 11.1 The Financial bid should indicate the prices in the format/price schedule given at Annexure – 9.
Bidder shall categorically confirm strict compliance with the following stipulation in respect of their offer.
- a) Any effort by a Bidder or Bidder's agent/consultant or representative howsoever described to influence the SAG in any way concerning scrutiny/consideration/evaluation/ comparison of the bid or decision concerning award of contract shall entail rejection of the bid.
 - b) The Bidder should indicate a single consolidated rate for contract period based on the payment terms specified in the Tender.
 - c) Bids should be submitted directly by the Bidder.
- 11.2 SAG reserves the right to seek clarification/justification from the Bidder on the bid price in case SAG deems it necessary. Based on the justification provided by the Bidder, if SAG feels that the price is unrealistic/ infeasible in order to execute a project of this nature, SAG reserves the right to reject the said bid. The Bidders shall be governed by the decision of SAG.

ARTICLE – 12 BID CURRENCY

- 12.1 For the services required in the Tender the prices shall be quoted in Indian Rupees. Payment for such services as specified in the agreement shall be made in Indian Rupees only.

ARTICLE – 13 EARNEST MONEY DEPOSIT / SECURITY DEPOSIT

- 13.1 The Bidder shall furnish, as part of the Bid, EMD for the amount as specified in the tender document in form of DD in favour of “Secretary, Sports Authority of Gujarat” payable at Gandhinagar issued by any nationalized bank in India in a separate envelope. Only after the confirmation of valid bid security/EMD, the Technical Bid will be opened.
- 13.2 Bidders registered as Micro and Small Enterprises (MSE) in the state and having registration with CSPO/NSIC/DGSND will be exempted from Bid Document Fee and EMD, on submission of the required registration certificates as above.
- 13.3 No interest shall be paid on same.
- 13.3 EMD of Bidders not short-listed will be refunded within 30 days from the date of declaration of Short-listed Bidders.
- 13.4 The successful bidder shall furnish within 10 days from the date of issue of PO/WO, as security deposit equal to 5% of value of purchase order/work order for proper fulfillment of the terms and conditions of the contract and full execution of work for a period of 24 months thereof .The amount of security shall be forfeited to the extent of financial loss suffered by the Secretary, SAG, Gujarat, if the supplier fails to execute the order and fulfill its terms and conditions.
- 13.5 The EMD forfeited either in full or in part, at the discretion of SAG, on account of one or more of the following reasons:
- a) The Bidder withdraws their Bid during the period of Bid validity specified by them on the Bid letter form.
 - b) Bidder does not respond to requests for clarification of their Bid.
 - c) Bidder fails to co-operate in the Bid evaluation process, and
 - d) In case of a successful Bidder, the said Bidder fails:
 1. To sign the Agreement in time; or
 2. To furnish Performance Guarantee/Security Deposit

ARTICLE – 14 PERIOD OF VALIDITY OF BIDS

- 14.1 Bids shall remain valid for 180 days after the date of Bid opening prescribed by SAG. A Bid valid for a shorter period shall be rejected as non-responsive.
- 14.2 In exceptional circumstances, the SAG may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security shall also be suitably extended. A Bidder granting the request is not required nor permitted to modify the Bid.

ARTICLE – 15 FORMATS AND SIGNING OF BID

- 15.1 The Bidder shall prepare required number of copies of the bid, clearly marking each “Original Bid” and “Copy of Bid” as appropriate. In the event of any discrepancy between them, the original shall govern.
- 15.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person duly authorized (as per Annexure 4) to bind the Bidder to the Contract/Concession Agreement. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 15.3 The complete bid shall be without alteration or erasures, except those to accord with instruction issued by the SAG or as necessary to correct errors made by the Bidder, in which case such corrections shall be initiated by the person or persons signing the bid.

ARTICE – 16 SEALING AND MARKING OF BID

- 16.1 Bidder shall submit their bids zone wise in **TWO SEPARATE PARTS** in sealed envelopes super-scribed with due date, time, project and nature of bid (Tender fees, EMD and Technical Bid).

Part: I

The Tender fees and EMD in a separate sealed envelope super scribed with the Tender notice number and name.

Part: II

Original and one copy of TECHNICAL BID complete with all technical and commercial details other than price.

NOTE: Filling up prices in Part-II will render the Bidder disqualified.

- 16.2 The envelopes containing Part-I and Part-II of bid should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips (Formats given earlier) shall be filled and pasted on the envelopes. All pages of the offer must be signed.
- 16.3 The outer envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in cases it is declared 'late'.
- 16.4 If these envelopes are not sealed and marked as required, the SAG will assume no responsibility for the bid's misplacement or premature opening and rejection.

ARTICLE – 17 BID DUE DATE

- 17.1 Bid must be received by the SAG at the address specified in the Tender Document not later than the date specified in the bid.
- 17.2 The SAG may, at its discretion, on giving reasonable notice by fax or any other written communication to all prospective Bidders who have been issued the Tender documents, extend the bid due date, in which case all rights and obligations of the SAG and the Bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

ARTICLE – 18 LATE BIDS / CONDITIONAL BID

- 18.1 Any bid received by the SAG after the bid due date/time prescribed in the Tender Document shall be rejected.
- 18.2 Any bid indicating conditions beyond those indicated in this Tender Document i.e. conditional bid shall be rejected.

ARTICLE 19 MODIFICATIONS AND WITHDRAWAL OF BID

- 19.1 The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification included substitution or withdrawal of the bids, is received by the SAG prior to the deadline prescribed for submission of bids.
- 19.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in a manner similar to the original Bid.
- 19.3 No Bid may be modified subsequent to the deadline for submission of bids.
- 19.4 No Bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity specified by the Bidder on the bid letter form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its EMD

ARTICLE – 20 OPENING OF BIDS BY THE SAG

- 20.1 Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register evidencing their attendance.
- 20.2 The Bidder's names, Bid modifications or withdrawals and the presence or absence of relevant EMD and such other details as the SAG at his/her discretion, may consider appropriate, will be announced at the opening.
- 20.3 At the pre-decided time, the SAG authorized person shall open the Technical Bids and list them for further evaluation. Any participating Bidder may depute a representative to witness these procedures.

ARTICLE – 21 CONTACTING SAG

21.1 Bidder shall not approach the SAG officers beyond office hours and/or outside the SAG premises, from the time of the Bid opening to the time the Contract is awarded.

Any effort by a Bidder to influence the SAG officers in the decisions on Bid evaluation bid comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the SAG, it should do so in writing.

ARTICLE – 22 BID EVALUATION

The evaluation would follow the Quality and Cost Based selection method (QCBS) with the following weight age to technical and financial bid.

Technical Bid Evaluation	70%
Financial Bid Evaluation	30%

The firm achieving the highest combined technical and financial score will be invited for negotiations.

A. Technical Evaluation:

The Bidders who have fulfilled the eligibility criteria (as per Chapter I Article 3) will be evaluated further. The technical evaluation and comparison of the bids shall be done for the following parameters

Sr. No.	Evaluation Criteria		Total Marks
1	Presentation of the agency :- <ul style="list-style-type: none">• Background of agency and promoters• Relevant work experience of agency and promoters• Similar experience of key personnel• Methodology /concept including process and data management ability (specially for COE Residential Academies)	Authorized Committee will evaluate	70
	Total		70

22.1 The proposals shall be evaluated by Authorized committee as per the parameters and the data and documents provided by the bidders in support of their claims. The marks for the technical evaluation are maximum 70 % marks. The evaluation committee shall have the right to verify the claims made by the bidder, in whichever way it deems fit.

B. Financial Evaluation:

The price bids of only technically qualified bidders would be opened for further consideration. Evaluation on the basis of maximum 30 % Marks of the financial bid to be considered.

22.2 Bid Evaluation Committee

The above evaluation shall be done by an Evaluation Committee decided by the Sports Authority of Gujarat (SAG), Govt. of Gujarat. The Committee shall determine the approach and methodologies for the issues, which may arise during the above, referred evaluation exercise and have not been addressed in this Tender Document. The decision of the Committee shall be final and binding on all the Bidders.

ARTICLE - 23 THE SAG's RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD

23.1 If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder performance of any part of the work under the Contract whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Price or schedule of implementation, or both, and the Contract, shall, accordingly be amended. Any claims by the Bidder for adjustment under this Para must be asserted within thirty (30) days from the date of the Bidder receipt of the SAG changed order.

ARTICLE - 24 SAG'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

24.1 The SAG reserves the right to reject any Bid and to annul the bidding process and reject all bids at any time prior to award of Contract without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

ARTICLE – 25 NOTIFICATION OF AWARD & SIGNING OF CONTRACT

25.1 Prior to expiry of the period of Bid validity, the SAG will notify the successful Bidder in writing that its Bid has been accepted and send successful Bidder the Contract Form.

25.2 Within 10 days of receipt of the Contract Form/Work order, the successful Bidder shall sign and date the contract and return it to the SAG. If the successful Bidder thus selected fails to sign the contract/acknowledge the work order as stipulated, the SAG reserves the right to offer the contract to the next lowest Bidder.

ARTICLE – 26 PERFORMANCE GUARANTEE / SECURITY DEPOSIT

26.1 The contract performance guarantee/Security Deposit has to be submitted within TEN days of receipt of contract form/Work order. The performance guarantee/security deposit shall be 5% of the Total Accepted Tender Value.

26.2 Successful Bidder fails to remit the performance guarantee/security deposit the EMD remitted by him will be forfeited by the SAG and his bid will be held void.

26.3 Upon the successful Bidder's furnishing of performance guarantee/security deposit and signing of contractual documents, the SAG will promptly notify all Short-listed Bidders and will refund their EMD.

26.4 The performance guarantee/security deposit Format is given at Annexure –5.

26.5 The performance guarantee/security deposit of the successful Bidder shall be refunded within two months from the expiry of the contract period and on satisfaction of the SAG for execution of the work / settlement of disputes, if any.

ARTICLE – 27 PAYMENT TERMS

The payment terms will be as per the following conditions:

- No advance will be paid.
- Payment will be made on monthly basis.
- All the payments shall be released on certification of satisfactory completion of work from the SAG/Designated Authority.
- Selected agency will be required to raise an invoice of particular month on first day of the next month along with attendance reports of its staff.

Documents to be submitted for payment:

Payments shall be made on submission of following documents.

- 27.1 Request letter clearly mentioning the amount of payment
- 27.2 Bank Details
- 27.3 Invoices with stamp and authority signature.
- 27.4 Report of the monthly attendance
- 27.5 All the payments shall be released on certification of satisfactory completion of work.
- 27.6 Details for payment: Account holder's name, Bank name, Branch name and address, Account type, Account number, IFSC code, MICR Code (if these details are not incorporated in contract).

ARTICLE – 28 PENALTIES

The penalty will be applicable in the following:

1. SAG reserves the right to impose penalty in case agency is not able to provide above mentioned Resources consistently and regularly. A penalty amounting to per day of his/her salary multiply by 1.5 times may be imposed by SAG for all attendance falling short of above resources in excess of 20 days in year.(as per Rates given in the break up by agency in financial bid).
2. The department reserves the right to terminate the contract with one month notice if agency fails to satisfy the requirements after sufficient opportunities are provided for corrections.
3. In case the agency wants to withdraw the contract their Security Deposit will be forfeited

ARTICLE -29 PATENT RIGHTS

The Bidder shall indemnify the SAG against all third-party claims of infringement of patent, trademark/copyright arising from the use of services/product or any part thereof

ARTICLE - 30 SAG HAS RIGHT TO AWARD THE CONTRACT TO ONE OR MORE BIDDERS

The SAG reserves the right to award the contract to one or more than one Bidder and split the order among different Bidders.

ARTICLE -31 DISQUALIFICATIONS

SAG may at its sole discretion and at any time during the evaluation of proposal, disqualify any bidder, if the bidder has:

- 31.1 Submitted the proposal documents after the response deadline.
- 31.2 Made misleading or false representations in the forms, statements and attachments in proof of eligibility requirements.
- 31.3 Exhibited a record of poor performance such as doing as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding three years.
- 31.4 Submitted a proposal that is not accompanied by required documentations or is non-responsive.
- 31.5 Failed to provide clarifications related thereto, when sought.
- 31.6 Declared ineligible by the any department or office of any Government for corrupt and fraudulent practices or blacklisted.
- 31.7 Submitted the proposal with the price adjustment/variation provision.

ARTICLE – 32 CONTRACT PERIOD

This contract will be valid for a period of 2 year. This service shall be reviewed by the SAG. The terms and conditions for extension of the contract may be negotiated as per sole discretion of SAG.

ARTICLE -33 BIDDER’S OBLIGATION

- i. The Bidder shall appoint, an authorized person not lower than the rank of Manager as “Coordinator -Bidder” to co-ordinate with the SAG in all matters related to Bidder for the successful implementation and operation of the project and to be responsible for all necessary exchange of information.
- ii. The Bidder shall provide all assistance to the SAG representative/s as they may reasonably require for the performance of their duties and services.

ARTICLE – 34 POWER OF SAG

Grant in a timely manner for all such approvals, permissions and authorizations which the Bidder may require or is obliged to seek from in connection with implementation of the project and the performance of the Bidder obligations.

SAG shall release the funds in a timely manner as per the payment terms, after satisfying itself of all the project-related, statutory and accounting aspects, so as to enable the Agency/Firm to satisfactorily complete the delivery perform its obligations.

ARTICLE -35 FORCE MAJEURE

- Notwithstanding anything contained in the RFP, The Agency shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failures to perform its obligations under the agreement is the result of an event of Force Majeure.
- For purpose of this clause ‘Force Majeure’ means an event beyond the control of the agency and not involving the agency’s fault or negligence and which was not foreseeable such as Act of God, Act of War, Act of Public enemy, Natural Calamities, Fires, Floods, Epidemics, Frost, Quarantine restrictions, Strikes, and Lockouts etc. the decision of SAG regarding Force majeure shall be final and binding on the agency.
- The Agency shall promptly notify to SAG in writing, of such conditions and the cause thereof. Unless otherwise directed by SAG in writing, the agency shall continue to perform its obligations under the agreements far as reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure.
- No Price Variation shall be allowed during the period of force majeure and liquidated damages would not be levied for this period.

ARTICLE -36 TERMINATION OF THE CONTRACT

- 37.1 The SAG will have the right to cancel the contract if the Bidder commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:
- a) It is found that the schedule of delivery of the product is not being adhered to.
 - b) The Bidder stops work and such stoppage has not been authorized by the SAG.
 - c) The Bidder may become bankrupt or goes into liquidation other than for project or amalgamation.
 - d) The SAG gives notice to correct a particular defect/irregularity and the Bidder fails to correct such defects/irregularity within a reasonable period of time determined by the SAG.
- 37.2 If the contract is terminated by the Government of Gujarat/ the SAG unilaterally, the Government will pay to the Vendor remaining amount, if any, for the payment for product provided.

ARTICLE -37 “NO CLAIM” CERTIFICATE

The Bidder shall not be entitled to make any claim, whatsoever, against the SAG, under or by virtue of or arising out of this Contract, nor shall the SAG entertain or consider any such claim, if made by the Bidder and the Bidder shall have signed a “No Claim” Certificate in favors of the SAG in such forms as shall be required by him after the works are finally accepted.

ARTICLE -38 SUSPENSIONS

SAG may, by a written notice of suspension to the Bidder, suspend the Contract if the Bidder fails to perform any of its obligations under this Contract (including the carrying out of the services) provided that such notice of suspension:

1. Shall specify the nature of the failure and
2. Shall request the Bidder to make rectify such failure within a specified period from the date of receipt of such notice of suspension by the Bidder.

ARTICLE – 39 DETAILS TO BE KEPT CONFIDENTIAL

The Bidder shall treat the details of the contract as private and confidential, save in so far as may be necessary for the purposes thereof, and shall not publish or disclose the same or any particulars thereof in any trade or technical paper or elsewhere without the previous consent in writing of the SAG. If any dispute arises as to the necessity of any publication or disclosure for the purpose of the Contract the same shall be referred to the SAG whose decision shall be final. The Bidder or his representative should neither disclose the data nor sell the data or use it for commercial exploitation or research work without the written permission of the SAG.

ARTICLE – 40 TRANSFERS OF RIGHTS

The Bidder shall not transfer the Contract to anybody except with the prior permission of the SAG.

ARTICLE – 41 DELIVERY SCHEDULE

Time is essence of this order and no delay shall be allowed in the schedule mentioned in the contract/work order.

ARTICLE – 42 SAG AUTHORITIES

Over and above all, the decision of SAG will be final and the agency/firm shall abide by it.

ARTICLE – 43 LEGAL DISPUTES

Legal dispute, if any, would be subject to the Gandhinagar jurisdiction.

CHAPTER – III
SCOPE OF WORK

The team deputed by selected agency will be responsible for managing day to day operations of all players both under the **Swami Vivekanand Non-Residential and Residential Centre of Excellence Scheme (COE)** of Sports Authority of Gujarat (SAG) & day to day work of **Shaktidoot** scheme as well.

In order to perform various tasks required, the agency will be required to place the following manpower at locations mentioned in the list below:

Requirements of human resource:-

Designation (Full Time)	Qualification	No. of resources	Location
Project Manager	After completion of MBA experience of min 5 years having 2 years of experience in sports administration OR NIS Coaching Diploma with 5 years of experience of management. Or International player with 5 years' Experience or Graduate with minimum 10 years of experience of which two years of experience in sports administration	3	Head office/ Any District
Procurement Manager	After completion of MBA experience of minimum 3 years in procurement process. Or any post graduate having experience of 5 years of procurement.	1	Head office
Project Executive	Graduate with minimum 3 years' experience in sports management or sports field or preference will be given to candidate having bachelor degree in sports discipline awarded by sports university.	17	Any district /Head office
Gujarati Computer Operator	Gujarati and English Typing and Experience as a computer operator of min 2 year having knowledge of MS office package.(one computer operator will handle helpline also)	4	Head office
MIs Executive	Degree of BSC IT/ Computer science/BCA with min. 2 years' experience of MIS work.	2	Head office

Note: - (Laptop to be provided to all human resources except computer operator)

- Agency shall have to take prior approval of SAG for appointing any candidates on any of the post mentioned above.
- It is the sole discretion of SAG to change the location or duty of any of the appointed person of agency.
- Work allocation to all the staff deputed by agency will be decided by the competent authority of SAG. The work relating to allied schemes or any activities of SAG will be the part of scope of work limited to human resource allocation.

Project Manager:-

Centre of Excellence(COE):-

- 1) To plan coaching requirements of academy players (at group level and individual level) in consultation with expert coaches
- 2) Proper communication of above information to all stakeholders involved in coaching of players
- 3) To oversee day to day management of academies at all places
 - a. Coaching schedules
 - b. Food and Nutrition of players
 - c. Equipment requirements
 - d. Maintenance of Infra
 - e. Overall welfare of academy players including urgent medical emergencies
 - f. Management of insurance of the players.
 - g. Preparing of reports from the analysis of the Data collected from the results of tournaments.
- 4) Over all MIS to be prepare and analysed.
- 5) To oversee travel and touring and stay of players for various camps/tournaments
- 6) To oversee special camps/coaching sessions/tournaments being conducted for academy players within academy premises
- 7) Minimum Twice a month visit to all other residential academies. More visits on need basis.

Shaktidoot:-

- 8) For Shaktidoot Co-ordination between players/parents and support staff with One to one interaction with all players over email/phone/Whatsapp.
- 9) To make extensive study/research to identify potential young sportsperson in different sports disciplines that should include performance details at international/national/state levels.
- 10) To make comparative study/analysis and case study with the performance of sportspersons (both accomplished and young) in other countries; also to collect general details of the preparations of such sportspersons.
- 11) Overseeing need based funds or any other requests from players and initiating their processing within SAG
- 12) To assist SAG in identifying reputed Institutes/Coaches having world class facilities and excellent support personnel for sending our sportspersons for training; also to make analysis of the reasonableness of the rates of coaching fee and other components.
- 13) To assist SAG in performance evaluation of the selected sportspersons.
- 14) To assist the SAG in providing inputs on the performance of sportspersons and academies/organizations being assisted under the scheme.
- 15) To meet and interact with the selected athletes, chief coaches and officials of National Sports Federations on a regular basis.
- 16) To attend any other tasks connected with the above as assigned by the SAG.
- 17) Project manager should carry their laptop.

Project executives:-

1. To collect the attendance of the Players and submit the report on Monthly basis.
2. Collection of monthly training program of players and send it to head coaches.
3. Every week surprise visit of any particular training centre and report to respective senior coach.
4. To collect and report the result of nationals and internationals competition of players under the scheme.
5. Regular visit and discussion with the guardian of player and coaches of respective districts.
6. All required actions regarding insurance of the player and related task for the same.
7. Travel along with the players or team as manager for the competition.
8. Handling of the related work to this scheme and communication for the same.
9. All work related to sports in the districts.

Scope of Work for SGFI (School games federation of India)

1. Players of pre-national coaching camp and probable for selection trial players need to be informed regarding camps through SMS/Email/letter in co-ordination with the respective senior coach.
2. Attendance of players called in the camp need to be sent at head office on daily basis during camps.
3. Final Selection procedure for State team for national championship to be sent to players before their entry in the camp.
4. Entry for the selected and standby players to be made on SGFI website online with help of Computer Operator at District sports coaching centre.
5. Reservation / railway ticket booking of players, coaches, and managers for National Championship to be arranged in prior and informed timely to chief manager.
6. Measurement of national level participating player's kit to be sent to their organizer before the start of the camp.
7. After the competition details of certificates with their respective numbers received by players has to be sent at head office as soon as possible.
8. Result of competition, medal tally with the respective name of individual players to be sent at head office and the copy of the same to be posted in social media and SAG website on urgent basis as competition ends.
9. Head office to be informed in written regarding the safe transit of the players at their respective residence from the competition or camp.

Issuing Photo ID

Agency will be expected to issue photo IDs to all players selected in the above schemes as per format approved by SAG. The expected number of is 1700 trainees spread across approx. 80 training centres. Bidder should take this number into consideration while bidding.

High Performance Management Services

As part of performance tracking of athletes, SAG will conduct various High performance activities for selected players including internal tournaments, coaching camps from Indian and

foreign coaches, outbound sessions etc. The agency will be expected to take care of all aspects of an event including:

- Preparation and maintenance of event calendar where performance recording will be done
- On-ground logistics, administration, registration etc. of such events
- Communication between players and coaches
- Co-ordination with respective sports associations
- Any other work related to conducting the event successfully

MIS Experts:-

- a. Administrative work including management of all office files related to players
- b. Keeping track of player achievements and coordinating with SAG media team for proper publicity for SAG
- c. Misc. typing work for office files
- d. Data entry of all monthly/quarterly reports provided by players
- e. Preparation of various reports on regular basis to be used for assessment of player performance by SAG
- f. To devise systems, standards and bench-marks for performance in major competitions
- g. To generate quarterly, half yearly, annually and any kind of reports of the athletes being supported
- h. To assist the selected athletes in preparing request for financial assistance as per approved formats, procuring supporting documents and submitting applications.
- i. To attend any other tasks connected with the above as assigned by the SAG.

Providing and management of MIS module:-

Agency will be required to provide and manage an MIS module through which all important data and processes related to execution of COE and Shaktidoot schemes can be digitized.

Indicative requirements of this module are:

- Player profile management
- Player achievement management
- Performance testing management
- Session planning and execution
- Diet and Nutrition Management

Number of users for such a system would be:

COE – Residential	COE – Non Residential	Shaktidoot
No. of players: 700+	No. of players: 1200+	No. of players: 50+

The project managers of respective schemes would be responsible for co-ordination of all receipt of information and entry into the system. Data entry operators with access to PCs/Laptops and internet connection for the same would be provided by SAG who would report directly to the Project Managers. Agency should include the cost of platform, storage, internet bandwidth and all other expenses (other than that of data entry managers) as part of financial bid.

Helpline Management:-

The cost regarding helpline management will be borne by the agency
Register to be maintaining with all data of calls with the query.

Other Terms and Conditions

- 1) **Period of Contract:** The contract will be initially for a period of 2 years. However, during the term of contract, if SAG is of the opinion that proper services are not rendered by the agency, the same will be discontinued at the notice of one month. It is clarified that the SAG will be at liberty to hire more than one agency for this purpose.
- 2) If any information / facts submitted by the bidder are found misleading / incorrect etc., SAG reserves the right to reject any or all sports management consultancy for the current / future contract or may impose penalties as deemed unfit. Non-compliance of any of the terms & conditions of the tender will also warrant above penalties.
- 3) Interest free performance security deposit equivalent to 5% of the total estimated value of the supply order will be deposited by the successful bidder, within seven days of award of supply order. *Suppliers registered as Micro and Small Enterprises (MSE) in the state and having registration with CSPO/NSIC/DGSND, will be required to pay only 3% of the total estimated value of the supply order as security deposit. Security Money will be refunded within 60 days on completion of all contractual obligations, if no complaints are received during the period of warranty.*
- 4) SAG will have the right to reject any or all the bids without assigning any reason.
- 5) SAG taking into accounts past performance of party/Agency, reserves the right to reject any tender.
- 6) In case any dispute arises in regard to the tender, the decision of the Director General, SAG will be final and binding.
- 7) It must be noted that this is just an enquiry and does not amount to any commitment on the part of Sports Authority of Gujarat. The decision of SAG in this regard would be final and be entirely, at its discretion.
- 8) The agency shall be solely and exclusively liable for employing persons in execution of contract given under this tender. SAG shall have no liability whatsoever concerning the agency's employees in any respect.
- 9) The agency shall ensure that all the provisions of labour laws are complied with and the SAG shall not be liable for any breach thereof. The agency shall have to bear all costs and consequences of breach of any labour laws and other applicable legislation and also indemnify the SAG in case of any breach of liability while discharging its responsibilities. On demand, the agency shall give the copies of various registers maintained by them under various labour laws.
- 10) Increase or decrease of manpower is as per sole discretion of SAG.

- 11) Required manpower used to be deployed within 20 days from the work order or within the time line mention in the work order.
- 12) Managers/Executives required extensively travel with the players.
- 13) Reimbursement for Project Manager's TA/DA expenses will be as per SAG District Coach Norms. This will be done for any travel to location other than SAG provided office within the same city or any outstation travel for which approval should be taken before undertaking the travel
- 14) Reimbursement for Project Executive/counselor for TA/DA expenses will be as per SAG Norms. This will be done for any travel to location other than SAG provided office within the same city or any outstation travel for which approval should be taken before undertaking the travel
- 15) The project team should be provided with laptops and mobile internet connections as they will be required to visit other locations regularly. The stationary and space will be provided by SAG.

CHAPTER – IV
ANNEXURES

ANNEXURE -1

SUMMARIZE TURNOVER OF THE BIDDER

Turnover Amount	Assessment year	Financial year

ANNEXURE – 2

EXPERIENCE OF THE FIRM

YEAR	ORGANIZATION NAME	TYPE OF WORK/ MANPOWER PROVIDED	WORKORDER NO./DATE	VALUE OF CONTRACT

ANNEXURE - 3

INFORMATION ABOUT KEY PERSONNEL

NAME OF STAFF	NAME OF EMPLOYER	EXPERIENCE AREA	POSITION ASSIGNED	TASKS/ACTIVITIES ASSIGNED

Note: - All required document to be submitted along with the above annexures.

ANNEXURE – 4

PROFORMA OF GENERAL POWER OF ATTORNEY

(To be signed and executed in non-judicial stamp paper of Rs. 100/-)

GENERAL POWER OF ATTORNEY

Be it known all to whom it concern that:

1. Sri/Smt _____ S/O _____
_____ Residing at _____
2. Sri/Smt _____ S/O _____
_____ Residing at _____
3. Sri/Smt _____ S/O _____
_____ Residing at _____

I/We all the Partners/Directors/Board members/proprietors/ Designated authorities of M/s _____ having its registered office at _____ hereby appoint Sri _____ S/O _____ residing at _____ as my/our attorney to act my/our name and on behalf and sign and execute all Documents/ Agreements binding the firm for all contractual obligations (including reference of cases to arbitrators) arising out of contracts to be entered into by the company/ Corporation/ society/ trust/ firm with the Office of Sports Authority of Gujarat (SAG), Gandhinagar 382010 in connection with its tender No. _____ Dated _____ For the supply of _____ due for opening on _____

In short, he is fully authorized to do all, each and everything requisite for the above purpose concerning M/s _____ and I/We hereby agree to confirm and ratify his all and every act of this or any documents executed by my/ our said Attorney within the scope of the authority hereby conferred on him including references of cases to arbitration and the same shall be binding on me/ us and my/ our company/ Corporation/ society/ trust/ firm as if the same were executed by me/ us individually or jointly.

Witness (with address)

Signature of the Partners/Directors/Board members/ proprietors/Designated Authority

- 1.
- 2.
- 3.

ATTESTED

ACCEPTED

Signature: (Seal and Signature of Signatory of Tender offer of the company/Agency/ firm)

ANNEXURE -5

FORMAT FOR PERFORMANCE GUARANTEE/SECURITY DEPOSIT

To
Sports Authority of Gujarat,
Block No 14/3rd Floor
Dr. Jivraj Mehta Bhavan
Gandhinagar 382010

In consideration of the SAG, GANDHINAGAR having its registered office at Gandhinagar (hereinafter called the "SAG" which expression shall unless repugnant to the subject or context include its administrators successors and assigns) having agreed under the terms and conditions of the Award Letter bearing No _____ dated _____ issued by the SAG, Gandhinagar 382010, which has been unequivocally accepted by the Agency/Firm, work of Management service provider for sports authority of Gujarat (hereinafter called the said Contract) to accept a DD of performance Guarantee as herein provided for Rs. _____ (Rupees _____ only) from a Nationalized Bank, in lieu of the security deposit, to be made by the Vendor or in lieu of the deduction to be made from the Vendor's bill, for the due fulfillment by the said Vendor of the terms and conditions contained in the same Contract.

We, _____ further agree that the SAG shall be the sole judge of and as to whether our Agency/firm has committed any breach or breaches of any of the terms and conditions of the said Contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by the SAG on account thereof and the decision of the SAG that our Agency/firm has committed such breach or breaches and as to the amount or amounts of loss, damage, costs charges and expenses caused to or suffered by or that may be caused to or suffered by the SAG from time to time shall be final and binding on us.

Name & Designation _____

Authorization

Date and Place

ANNEXURE – 6

PROFILE OF THE BIDDER

The Bidder should furnish the following details:

- 1) Name of the Organization :
- 2) Nature of the Organization :
- 3) Address with phone no and fax :
- 4) Name of the Authorized Person :
- 5) Email ID & Contact Details :
- 6) Any other details in support of your offer :

Signature of the bidder with seal

ANNEXURE – 7

**CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA
(CHAPTER-I, ARTICLE-3)**

- The bidder should **have minimum turnover of Rs. 50.00 Lakh** in any one year from last 2 financial years; (submit a copy of Certificate of Chartered accountant)
- Participating firm should be a **registered company** or firm or individual entity with a valid **Permanent Account Number (PAN) and GST Registration**. Also agency should be registered with Employee's State Insurance Corporation (ESIC), registered with Employees Provident Fund Organization (EPFO) **(copy to be submitted of all documents.)**
- The Bidder / Management Agency/Firm /company should be in the similar services (sports Management services/sports consultancy/sports data management/ player monitoring and tracking system) from last 5 years. (Proof to be submitted)
- The Bidder / Management Agency/Firm /company must have supplied minimum 20 human resources to any organizations as sports consultancy/ management services in last 5 years.
- The bidder should not have been debarred / blacklisted by any State Government / Central Government / PSU / Reputed Organizations for any reason in the last three financial years as on bid calling date. (Self-declaration of the same to be given Online)

Signature of the Bidder with seal

ANNEXURE -8

FINANCIAL BID FORMAT

(A)

Sr No.	Details	Amount
X	Charges (per month) for providing manpower and other services as per details provided above in the scope.	

(B)

Sr No.	Breakup Detail	Monthly / Unit Rates	Total Amount
A	Monthly charges of the project Manager		
B	Monthly charges of the procurement Manager		
C	Monthly charges of Project Executive		
D	Monthly charges of MIS Executive		
E	Monthly charges of Computer Operator		
F	Charges for providing & management of MIS platform		
G	ID card making charges		
H	Helpline bills and charges		
I	Monthly Laptop charges		
J	Monthly Management fees		
	Total		

Note:-

- (A) Will be considering for the lowest bid calculation.
- (B) will be breakup of (A)
- All rates should be inclusive of all charges except GST
- GST will be applicable as per government norms.
- The above quotes are being requested to know rates in case such a situation arises and for purposes of bid evaluation. Agency has to work with the human resource cost as finalized by competent authority of SAG for all qualifications.
- Increase or decrease of human resource is as per sole discretion of SAG.

Signature of the Bidder with Seal