



## NOTICE INVITING TENDER

N.I.T. No.:008/2023

Dated: 26<sup>th</sup> April 2023

For and on behalf of the All India Football Federation, invites sealed tenders from the eligible Applicants for engagement as the National Photo agency for the work listed under:-

Sl. No.	Name of work	No of Matches	Duration of matches League	No of Venues
1.	Live Action Match Images of Indian Women's League Football Matches as per match fixtures attached	63	2 <sup>nd</sup> May 23 -21 May 2023	Two

## TIME SCHEDULE

- Date of issue of tender: 26<sup>th</sup> April 2023.
- Last date for submission of application: 30 April, 2023 (12 PM IST)
- Opening of Technical and Financial Bids: 1<sup>st</sup> May 2023 (5 PM IST)



## **CONDITIONS OF CONTRACT**

1. Tender is open to the eligible Vendors/Firms of appropriate Class and skills. The technical requirement are as per attachment. The fixtures to be covered are also attached herewith for reference.
2. The Applicant shall own the equipment mentioned herein as part of the technical requirement and proof of the same shall be submitted as part of the application process to this instant tender.
3. The Applicant should have on its roster, a vast network of experienced professional sports photographers having the ability to capture, edit and upload live action match images from the ground.
4. The Applicants should have an extensive proven experience and demonstrated history of providing similar services for national and international sporting events.
5. The Applicant will require to assign two photographers (one of each venue) through the tournament, along with a stand-by photographer if needed.
6. The Applicant must have a strong back-end online photo depository system / server to upload live action match images.
7. The Applicant is required to provide its understanding of the services delivery requirements and how the applicant would achieve it, highlighting cost effective solutions.
8. The Applicant provide an overall project summary setting out a proposed detailed project timeline and implementation process.
9. Applicant are required to provide an overall structure of the organisation, with registered office / headquarter, website, references



(previous business involvement in sports events), years of experience in current business. The Applicant should have been incorporated and in existence for at least 5 years as on this date of this instant tender. The Applicant shall furnish proof to such account.

10. **The Applicant shall have completed at least five sporting events of more than 30 matches across sporting verticals in the last three years.**
11. The successful applicant shall provide the following photographic coverage in relation to the IWL tournament as below:
  - i. Players & Head Coach Headshots for broadcast and digital media;
  - ii. Captain's Media Day;
  - iii. Opening Ceremony / Event;
  - iv. Press Conference (as & when organised);
  - v. At least 2 CSR events / community events organised of host association / national federation;
  - vi. Coverage of every match (including warm ups) from team arrivals to post match formalities and including every element such as anthems, toss, action shots, any venue entertainment, pre or post player, head coach broadcast interviews, celebrity appearances etc;
  - vii. Broad array of fan shots including sponsor collaterals, flags, fan groups etc;
  - viii. Commercial activations including sponsor marquees, signage, partner activity etc; and
  - ix. Winning captain / team shoot with the IWL Trophy the day after the final at an iconic location in or near to the host city;
12. Applicant should provide as part of the proposal, management fees and other costs and clearly stating the taxes applicable.
13. The intending tenders / vendor should apply in writing applying for the instant tender. The application would invariably be signed by the contractor himself / herself. The application shall be submitted for the work listed above with all required documents as indicated under. The applicants should enclose attested copies of the following along with the application –
  - (a) Latest Goods and Service Tax Clearance Certificate.



- (b) Latest Income Tax Clearance Certificate as per the Indian Income Tax Act.
  - (c) Updated MSME Enlistment Certificate and Professional Tax Clearance Certificate.
14. The prescribed Non-Transferable Tender Documents (excluding the Tender Form) can be during the period specified as above from the office of the Accounts Department of the All India Football Federation, New Delhi.
15. The Tender Documents including the Tender Form with quoted offer should be placed in a sealed cover with the name of the Tenderers and the name of the work subscribed on it and titled *“Application for tender for Live Action Match Images of Indian Women’s League football Matches as per match fixtures attached”*. Supporting documents as required above should be enclosed with the offer.
16. Sealed tenders may be deposited in the Tender Box at the Reception Desk, All India Football Federation, Football House, Sector 19, Phase 1, Dwarka, New Delhi – 110075, on the date and within the time indicated above. The tender shall also be submitted online by the deadline at [production.tenders@the-aiff.com](mailto:production.tenders@the-aiff.com). Only Tender applicants who have submitted both online and offline submissions shall be considered for the instant tender allotment.
17. Tenders will be opened by a Tender Opening Committee constituted as prescribed by the AIFF.
18. The Tenderer should sign on every page of the Tender Documents as acceptance of the general direction and conditions of contract and other laid down norms. The rate quoted should be both in figures and words and should be inclusive of Goods and Service Tax and all other Taxes and Levies. Over writing and correction should be avoided and if made should be authenticated. In the incidence of discrepancy in figures, the rates given in words shall prevail. Incomplete/conditional tenders shall be rejected forthwith. The lowest quoted price shall be considered for awarding of this instant tender subject to qualification and verification of the all documents as shall be provided by the said Applicant.



19. In case of any discrepancy in rate(s) printed in the Schedule of Rates and Quantities issued with the Tender Document, rates as per approved Schedule of Rates will be taken as correct. For items outside the Schedule of Rates the rates shall be as per the technically checked estimate/analysis. Decision of AIFF shall be final. AIFF may ask for further clarification if required.
20. The Work value, scope and quantum of work are subject to change. The Vendor shall execute the work as per the directives of the department. No claim on this account shall be entertained whatsoever. If any extra claim is made, it shall be as per the agreement rates.
21. Avoidable damages due to negligence of the Applicant shall be at his own risk and cost. The Department shall not be liable for payment of such damages (if any), including accidents to equipment/manpower at venue.
22. The tender offer shall remain valid for a period of 30 days.
23. All the conditions as mentioned in the Notice shall be deemed to be a part of the agreement to be entered with the contractor.
24. The Department reserves the right to accept/reject any or all tenders without assigning any reason thereof.
25. Subletting of contract work is against the norms and if it comes to the notice, the original contract shall be cancelled and appropriate action shall be initiated as per the rules.
26. In case the man-power employed by the contractor is from outside the state or neighbouring countries, it shall be the responsibility of the contractor to get them registered with the Labour Department, Government of India, as per the relevant labour laws.
27. The department also reserves the right to increase, decrease, alter or modify the items of work as indicated in the Notice within assigning any reason thereof.



28. It is expected of the tenderer to have their own correct assessment before submitting the bid.
29. The contractor will have to pay all taxes and duties applicable and notified by the State/ Central Government and no claim shall be entertained in this regard whatsoever.
30. The Contractor will have to submit a detailed infrastructure declaration format of the setup they would use on the lines of the mentioned table alongside the financial details at the time of the submission of the bid.

**For ALL INDIA FOOTBALL FEDERATION**  
**Team AIFF**

