



Government of Andhra Pradesh
Sports Authority of Andhra Pradesh (SAAP)

Request for Qualification

Procurement Notice No. NIT/65/2017 , Dated:09.03.2018.

Nature of Work:

Engaging of Agency/consultancy for

Operations & Maintenance Service To KVKs of SAAP

**Vice Chairman and Managing Director
Sports Authority of Andhra Pradesh (SAAP)**

Disclaimer

The information contained in this Request for Qualification Document (“RFQ”) or subsequently provided to Agency(s), whether verbally or in documentary form by or on behalf of Sports Authority of Andhra Pradesh (hereinafter referred to as “SAAP”) or any of their employees, is provided to Agency(s) on the terms and conditions set out in this RFQ and such other terms and conditions subject to which such information is provided.

This RFQ is not an agreement and is neither an offer nor invitation by SAAP to the prospective Agency’s or any other party. The purpose of this RFQ is to provide interested parties with information to assist in the formulation of their Proposal (hereinafter referred to as the “RFQ”). This RFQ includes statements, which reflect various assumptions and assessments arrived at by SAAP in relation to the Project. Such assumptions and statements do not purport to contain all the information that each Agency may require. This RFQ may not be appropriate for all persons, and it is not possible for SAAP or their employees to consider the investment objectives financial situation and particular needs of each party who reads or uses this RFQ. The assumptions, assessments, statements and information contained in this RFQ may not be complete, accurate, adequate or correct and each Agency should conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFQ and obtain independent advice from appropriate sources.

SAAP and their employees make no representation or warranty and shall have no liability to any person, including any Agency under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFQ or otherwise, including the accuracy, reliability or completeness of the RFQ and any assessment, assumption or information contained therein or deemed to form part of this RFQ or arising in any way with pre-qualification of Agencies for participation in the RFQ stage.

SAAP may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFQ or even cancel the RFQ.

The issue of this RFQ does not imply that SAAP is bound to select or to appoint preferred Agency, as the case may be for the Project and reserves the right to reject all or any of the RFQ’s without assigning any reasons whatsoever.

Sports Authority of Andhra Pradesh

Schedule of RFQ Activities

S. No.	Activity	Date	Remarks
1.	Issue / uploading of the RFQ Document	14.03.2018	
2.	Pre-RFQ meeting	21.03.2018	
3.	Submission of RFQ	26.03.2018	
4..	Opening of RFQ	26.03.2018	

1) Scope of work:

The state of Andhra Pradesh wants to ensure the availability of the KVK to act as an enabler for encouraging sporting activity and healthy lifestyle in the region. The local population would substantially benefit from this KVK as it would encourage them to enroll in sports via membership schemes and thus promote healthy living. People with inclination to take up professional sports would have adequate opportunities to get trained via experienced and reputed coaches. Thus, KVKs are being developed as flagship project in Andhra Pradesh.

The scope of the Project (the “Scope of the Project”) shall mean and include, during the Concession Period:

- a) Operation and maintenance of the Project in accordance with the provisions of this Agreement; and
- b) Performance and fulfilment of all other obligations of the Concessionaire in accordance with the provisions of this Agreement and matters incidental thereto or necessary for the performance of any or all of the obligations of the Concessionaire under this Agreement.
- c) On termination, handing over of Project Site to the Authority free from any Encumbrances and along with all Easement Rights, irrespective of any outstanding mutual claims between the Parties.

2. Instructions for prospective to Agency

- I. The Earnest Money Deposit of Rs.1,00,000/- for FIRMS/Agencies in the form of Bank Draft / Banker's cheque / Demand Draft from any nationalized scheduled bank drawn in favour of the Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh payable at Vijayawada will have to be submitted at SAAP Head Office, I.G.M.C Stadium, Bundar Road, Vijayawada-520010 to the concerned officer at the time of bid opening or online.
- II. The Earnest Money Deposit of un-successful Agency shall be returned / refunded within 21 working days of award of Tender. In case of successful Agency this shall be retained as security deposit which shall be forfeited in case of any default. The security amount shall be refunded to the agency within 21 days of termination of the agreement in case of successful completion of the agreement.
- III. The successful Agencies shall be liable and responsible for any loss of life and / or physical harm and any type of misbehaviour with the students on account of negligence of employees of agencies during the working hours. The employee of the Agencies should be of the high integrity and moral value.
- VI. Professional agencies should submit detailed proposals
Proposals should contain details of staff who would be involved personally in imparting management along with their qualifications and experience. In this regard the self-attested documentary evidences may be submitted along with the proposal.
- V. The infrastructure allotted by SAAP for the management will be utilized only for the purpose mentioned by SAAP and no other activity would be permitted therein.
- VI. Agencies would indemnify SAAP against any injury, loss of life, etc. caused either directly or indirectly due to the FIRMS activities.
- VII. Agencies would be solely responsible for participation of people in any event not approved by SAAP.
- VIII. No proposals from clubs would be accepted for management.

- IX. The safe custody of the facilities and other infra structure available at the premises shall be the sole responsibilities of the agencies during the contract period. In case of theft, damage and accidents occurred in the facilities, the compensation as decided by the technical experts of the Council shall be recoverable from the agencies.
- X. All applicants are advised to visit the facility(s) for which they wish to submit proposal for management and evaluate the potential before submitting their proposals.
- XII. The RFQ documents must be page numbered and total number of pages contained in the proposal should be indicated in the covering letter. SAAP would not be responsible if any enclosure is not found attached. The details of the proposal as per Annexure –I may also be submitted along with the RFQ documents.
- XIII. SAAP reserves the right to alter/modify/enlarge/cancel the RFQ without any reason.
- XIV. The qualified agency should submitted Performance Bank Guarantee(PBG) equal to the value of 2 % of total infrastructure value assigned to them by SAAP or as decided by VC&MD, SAAP.

XIII. Evaluation of Proposals.

The proposals shall be evaluated by the SAAP through the Evaluation Committee. The SAAP shall evaluate the proposals in respect to the substantive responsiveness of the proposal or otherwise. Selection criteria are as under:

Technical Evaluation:

This will be done as below:

S.No	Criteria for evaluation	Maximum points
1	Experience of bidder relevant to the project	35
2	Overall organization profile, methodology, work plan,& compliance to project requirements	35
3	Key professional staff qualifications	30
Total		100

The bidders shortlisted on the basis of evaluation of technical bid will be required to give presentation including but not limited to their organisation, work done, their ideas about **Operations & Maintenance Service to KVKs of SAAP** and expertise in handling such project along with the details of persons to be deployed. The evaluation will be made broadly on (1) work experience of organisation in the said work (2) experience and exposure of handling similar projects (3) ideas about Operations & Maintenance Service to KVKs of SAAP (4) strength of manpower quality.

The final score of technical evaluation would be determined on the basis of the presentation and technical bid.

Financial evaluation:

Only the bidders qualifying the Technical round will be considered for Financial Evaluation.

Financial bid should contain the ratio/percentage of revenue the FIRM/agencies are willing to share with SAAP as per the respective region allotted to them.

The Region will be awarded to the bidder which will quote the MAX Revenue Share. In case, no Bidder has quoted revenue share, the region will be awarded to the bidder who quotes the Minimum Viability Gap Funding (VGF).

Name of the Region	Revenue Share	VGF (Per Year)
North Costal	-	-
South Costal		
Rayalseema		

North Costal Region	South Costal Region	Rayalseema Region
East Godawari	Guntur	Ananthapuram
Srikakulam	Krishna	Chittoor
	Prakasam	Kadapa
		Kurnool

3. Period of contract

I. The period of contract for management shall be for a period of 5 years, which is likely to be renewed depending of the performance of the agency for next 5 years from the date of signing of the agreement which will be signed with the successful agency and the conditions described in this document shall be also be part of the agreement.

II. The successful agency shall execute an agreement / contract for the fulfilment of the contract on Rs. 100/- non judicial stamp paper, within ten days from the date of issuance of work award/LOA letter on acceptance of the proposal, failing which the letter of acceptance issued by SAAP will expire and the successful agency will have no right for the same.

III. The incidental expenses of execution of agreement / contract shall be borne by the successful Agency.

IV. The conditions stipulated in the agreement / contract should be strictly adhere to and violation of any of these conditions will entail termination of the contract without prejudice to the rights of the SAAP and forfeiture of security deposit with SAAP.

V. There will be no extension of this agreement beyond the prescribed period.

4. Validity Period of the RFQ

RFQ shall remain valid for a period of 90 days (ninenty days) from the last date of submission of the RFQ. SAAP reserves the right to reject RFQ as non-responsive if:

- (i) Such RFQ is valid for a period which is less than specified
- (ii) Such RFQ is not in accordance with the RFQ document,

SAAP shall not be liable to send an intimation of any such rejection to such Agency.

5. Extension of Period of Validity

In exceptional circumstances, SAAP may solicit the Agency's consent for an extension of the period of RFQ validity. Any such request by the SAAP and the response thereto shall be made in writing and such extension of RFQ validity period by the Agency should be unconditional. Agency accepting the request of SAAP shall not be permitted to modify its RFQ.

6. TERMINATION CLAUSE

I. TERMINATION OF CONTRACT FOR DEFAULT

Sports Authority of Andhra Pradesh, without prejudice to any other remedy available for breach of contract, may terminate the contract in whole by a 30 (Thirty) days' notice in writing to the agency in the event of any one or all of the following:

- a) If the agency fails to provide any one or all services as per this Contract, and conflict fails to set right the disruption in service within the 30 days' notice period or show a valid reason for lapse to the SAAP.
- b) If the agency has engaged in corrupt or fraudulent practices in executing the Contract.

II. TERMINATION FOR INSOLVENCY:

If the agency becomes bankrupt or is otherwise declared insolvent, then SAAP may at any time terminate the contract by giving written notice of 30 (thirty) days to the agency. Such termination shall not prejudice or preclude any right of the action or remedy, which has accrued or will accrue to the SAAP and vice versa.

III. In case of the termination of the contract, no compensation shall be due to the Agency and the entire infrastructure should be handed over to SAAP as on date of commencement of the project. Any damage to the property / infrastructure of the SAAP shall be rectified by the SAAP at the cost of the agency.

7. Force Majeure

- i. If at any time, during the continuance of the contract, the performance in whole or in part by either party of any obligation under this contract be prevented or delayed by reason of the following events:
 - Any war or hostility.
 - Acts of public enemy, civil commotion, sabotage, explosions embargoes
general strikes, bandhs.
 - Acts of God
- II. Hereinafter referred to as EVENT, neither party shall, by reason of such EVENT, be entitled to terminate this contract, nor shall any party have any claim to the damages against the other in respect of such non-performance or delay in performance, provided that notice of happening, of any such EVENT is given by either party to the other within 7 (seven) days from the date or occurrence of the EVENT.
- III. Unless otherwise directed by the Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh in writing, the agency shall continue to perform its obligations under the contract as far as reasonably practicable and shall seek all reasonable alternative means for performance not prevented by the Force majeure EVENT.
- IV. Expected work and deliveries under this contract shall resume as soon as practicable after such EVENT comes to an end or ceases to exist.
- V. If the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such EVENT for a period exceeding 90(ninety) days, the Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh may at option, terminate this contract.
- VI. In case of termination of contract due to force majeure event, SAAP would not pay any amount to the Agency.

Successful Agency shall comply with laws of the land.

8. Disputes and Arbitration

In case of any dispute or differences, breach and violation relating to the terms of the agreement, the said dispute or difference shall be resolved with mutual consultation between Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh and agency, failing which SAAP will terminate this contract.

9. MONITORING SYSTEM:-

- i Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh shall act as the nodal officer for the project for the purpose of overall monitoring of the project every **3** months.
- ii An officer nominated by Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh will act as Assistant Nodal Officer (ANO) to ensure that the management is imparted as per the agreed terms and conditions of the agreement.

10. Delivery Address for RFQ s

Hard Copies of RFQ s shall be submitted to SAAP at the following address on the day of evaluation:

Vice Chairman and Managing Director,
Sports Authority of Andhra Pradesh
**I.G.M.C Stadium, Labbipet,
Bundar Road,
Vijayawada-520010**

(saapitdept@apsports.in & manager_infra@apsports.in)

**For further details contact: +97893966877
+919703290003**

14. Deadline for Submission for RFQ s

The Hard Copies of RFQ should be duly signed and submit to SAAP, at the specified address, on (xx.xx.2018 at 10.00 A.M.) .In the event of the specified date which is stipulated as the Deadline for Submission of RFQ s is declared as a holiday for SAAP, the RFQ s will be receive the same on appointed time on the next working day.

15. Extension of Deadline for Submission of proposal

If the need so arises, SAAP may, in its sole discretion, extend the Deadline for Submission of RFQ s. In such an event, all rights and obligations of SAAP and Agency previously subject to the earlier deadline will thereafter be subject to the deadline as extended. Any such change in the Deadline for submission of RFQ s shall be notified to the Agency through website of the SAAP.

Annexure – I – Organisation Background

Provide here a brief (two pages) description of the background and organization of your firm / entity and each associate in the consortium for this assignment.

Annexure – II – Organisation Experience

Information Requested	Description
Name of the firm/consortium	
Address of the firm/consortium	
Project Name (only projects relevant to the scope of work to be provided)	
Client Name	
Nature of Project	
Location	
Duration of Engagement	
Value of the Contract	

Annexure – III – Description of approach & methodology & work plan for performing the assignment.

This should include the following details in not more than 10 pages.

- a) Technical Approach and Methodology
- b) Work plan, and
- c) Organization and staffing.

Annexure 6 – Financial Proposal Form

We, the undersigned, offer to provide the _____% of the revenue generated for [Insert title of assignment] in accordance with your Request for Qualification dated [Insert date] and our Proposal. Our attached Financial Proposal is for the [Insert percentage(s) in words] for the number of locations awarded.

The above proposal shall be valid for a period of 90 days from the date of submission.

Authorised Signatory Name:

Authorised Signatory Designation:

Authorised Signature with stamp: