



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

Request for Qualification

**TenderNo.01/SCS/WtrSprt/SAAP/2019, Dated: 02.02.2019.**

**Nature of Work:**

Engagement of Agency with SAAP for Management of Scheme: Water Sports Academies of Sports Authority of Andhra Pradesh (SAAP)

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

<b>Sr. No.</b>	<b>Description</b>	<b>Details</b>
1	Procuring Department Name	Sports Authority of Andhra Pradesh Labbipet, Bundar Road, Vijayawada, Krishna Dist, Andhra Pradesh-520010
2	Tender Number	e-TenderNo:01/SCS/WtrSprt/SAAP/2019, Dated: 02.02.2019
3	Tender Subject	Engagement of Agency with SAAP for Management of Scheme: Water Sports Academies of Sports Authority of Andhra Pradesh (SAAP)
4	Tender Type	Open (e-Tender)
5	Period of Contract	2 Years
6	EMD (INR)	Schedule Wise. 1 Lakh per Schedule.
7	EMD Payable To	The payment shall be made electronically through e-procurement platform to Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh.
8	Upload of RFQ Document on website: apsports.in	02-02-2019
9	Bid Submission Closing Date and time	04:00 PM, 18-02-2019
10	RFQ opening Date and time	05:00 PM, 18-02-2019
11	Place of Bid Opening	O/o Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh, I.G.M.C Stadium, Labbipet, Bundar Road, Vijayawada, Krishna Dist, Andhra Pradesh -520008
12	Officer Inviting Bids/	Vice Chairman and Managing Director
13	Address/ E-Mail id	I.G.M.C Stadium, Vijayawada Mail: manager_scs@apsports.in
14	Procedure for Bid Submission	Tender shall be submitted exclusively online. The tenderers should register themselves on e-procurement platform in the website: <a href="http://apeprocurement.gov.in">apeprocurement.gov.in</a> for main application and sub domain i.e <a href="http://tender.apeprocurement.gov.in">tender.apeprocurement.gov.in</a> for tenders. The tenderers who are desirous of participating in e-procurement shall submit their technical bids, price bids as per the standard formats available at the e- market place. The tenderer should scan and upload the below mentioned documents in the e-procurement platform before the bid closing date and time: a) Certificate of incorporation b) Article of Association to indicate line of business c) Regd. Office postal address with phone no. and email address d) Office address in Andhra Pradesh e) Contact person with Phone, Mobile Number and email address f) Proof of payment of EMD and transaction fee
15	General Terms and Condition	As per tender document
16	Bid processing fees	Rs. 1,000/- to be paid through D.D in the favor of Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh which is non-refundable.

### **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 with addendums 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.

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**Sports Authority of Andhra Pradesh**

**RFQ Activities**

<b>S. No.</b>	<b>Activity</b>	<b>Date</b>	<b>Remarks</b>
1.	Issue / uploading of the RFQ Document on web portal <a href="http://www.tender.apecurement.gov.in">www.tender.apecurement.gov.in</a>	02-02-2019	
2.	Deadline of submission of RFQ	04:00 PM, 18-02-2019	
3.	Opening of RFQ	05:00 PM, 18-02-2019	

### Scheme: Water Sports Academies

Hon'ble Chief Minister, Govt. of Andhra Pradesh has sanctioned State Sports Academies in the State to develop grass root talent in competitive water sports. Government intends to establish State Water Sports Academies in the State at the following locations.

#### Water Sports Academies

S.NO.	CENTRE	DISCIPLINE	STRENGTH
			BOYS & GIRLS
1.	Punnami Ghat, Vijayawada, Krishna Dist	Rowing	20 Boys 20 Girls
		Canoeing	
		Kayaking	
TOTAL			40

S.NO.	CENTRE	DISCIPLINE	STRENGTH
			BOYS & GIRLS
2.	NAGAYALANKA, Krishna Dist.	Rowing	20 Boys 20 Girls
		Canoeing	
		Kayaking	
TOTAL			40

S.NO.	CENTRE	DISCIPLINE	STRENGTH
			BOYS & GIRLS
3.	ERRAKALUVA Reservoir, Jangareddygudem, W.G.Dist.	Rowing	20 Boys 20 Girls
		Canoeing	
		Kayaking	
TOTAL			40

S.NO.	CENTRE	DISCIPLINE	STRENGTH
			BOYS & GIRLS
4.	TATIPUDI Reservoir, VIZIANAGARAM Dist.	Rowing	20 Boys 20 Girls
		Canoeing	
		Kayaking	
TOTAL			40

S.NO.	CENTRE	DISCIPLINE	STRENGTH
			BOYS & GIRLS
5.	Kottada Bridge, NH-216, Mutyalapadu, Mogalturu Mandal, Narsapuram Constituency, West Godavari	Dragon	10 Boys & 10 Girls
		Sea Kayaking	10 Boys & 10 Girls
		Rafting	10 Boys & 10 Girls
TOTAL			60

**Key objectives:**

- Promotion of water sports among students of age group 12-18.
- Pooling of interested candidates for training.
- Specialized training from early age.
- Provide best facilities in training to youth.
- Provide National & International exposure to youth.
- Giving systematic & scientific training to Athletes at Sports Academy will improve chance of winning medals at National & International competitions.
- Nurturing the talent of youth in the newly formed State of Andhra Pradesh.

As per the State Sports Policy, SAAP intends to encourage development of the State Sports Academies in collaboration with private sector firms for operating Academies and providing quality training/coaching and hostel facilities.

- The program is a regular activity initiated to train inmates for a continuous period of 10 years.
- Initially the admission into Academies for talented boys & girls will be under the age group 12-18 years.
- With the above intention SAAP is inviting RFQ from reputed agencies to manage the State Water Sports Academies duly providing facilities as per the details provided in the scope of work.

**Schedules:****Schedule 1:**

CENTRE	DISCIPLINE	STRENGTH
		BOYS & GIRLS
NAGAYALANKA, KRISHNA DIST.	Rowing	20 Boys
	Canoeing	
	Kayaking	20 Girls
Punnami Ghat, Vijayawada	Rowing	20 Boys
	Canoeing	
	Kayaking	20 Girls

**Schedule 2:**

CENTRE	DISCIPLINE	STRENGTH
		BOYS & GIRLS
ERRAKALUVA Reservoir, Jangareddy Gudem, W.G.Dist.	Rowing	20 Boys
	Canoeing	
	Kayaking	20 Girls
TATIPUDI RESERVOIR, VIZIANAGARAM DIST	Rowing	20 Boys
	Canoeing	
	Kayaking	20 Girls

**Schedule 3:**

CENTRE	DISCIPLINE	STRENGTH
		BOYS & GIRLS
Kottada Bridge, Mutyalapadu, Mogalturu Mandal, Narsapuram Constituency, West Godavari	Dragon	10 Boys & 10 Girls
	Sea Kayaking	10 Boys & 10 Girls
	Rafting	10 Boys & 10 Girls

**Note: The Agencies can bid for either one schedule or two schedules or all schedules. The submission of bids should be schedule wise.**



### **Scope of work:**

The overall objective of the Agency would be to structure, operate, manage and maintain the project for development of State Water Sports Academies. The Scope comprises of:

1. Deployment of Coaches and trainers for regular coaching and management framework for State Water Sports Academies.
2. Structure of deployment of coaches in each Water Sports Academy in **Schedule 1 & 2:**

S.NO	Particulars	Discipline	Strength	Remarks
			BOYS & GIRLS	
1	1 (one) Head Coach 1 (one) Assistant Coach	Rowing	40	At least One female Head coach or one Female Ass. Coach is mandatory in each activity
		Kayaking		
2.	1 (one) Head Coach 1 (one) Assistant Coach	Canoeing		

Structure of deployment of coaches in Water Sports Academy in **Schedule 3:**

S. No.	Particulars	Discipline	Strength	Remarks
1	1 (one) Head Coach 1 (one) Assistant Coach	Dragon	10 Boys & 10 Girls	At least One female Head coach or one Female Ass. Coach is mandatory in each Discipline
2	1 (one) Head Coach 1 (one) Assistant Coach	Sea Kayaking	10 Boys & 10 Girls	
3	1 (one) Head Coach 1 (one) Assistant Coach	Rafting	10Boys & 10 Girls	

### **3. Safety of inmates:**

- a. The selected Bidder will have to adhere to the Safety Norms for Water Sports as specified by National Institute of Water sports, Ministry of Tourism, as amended from time to time
- b. For the safety of trainees participating in water sports, there will be availability of adequate numbers of life guards. These lifeguards will be vigilant during the activity hours of tourists. The Lifeguards will be trained continuously to make their skills update.
- c. Sports activity will be carried out during permissible duration only.
- d. Sports activities will be carried out as per national norms and guidelines. All necessary safety equipment will be kept in working conditions.
- e. During natural calamities, the operations will be stopped and trainees will be safely evicted by the tourism department as per Disaster Management plan of the state.

Adherence to safety guidelines is must for Water sports and enforcement of the norms contained herein is on the basis of the same prescribed by National Institute of Water sports (A Centre under Indian Institute of Travel & Tourism Management - Ministry of Tourism, Govt. of India).

- a) Agency should take care of all the aspects of safety of the inmates.
- b) All the trainees should be guarded with certified life jackets.
- c) The agency should test the competency level of trainees in swimming and accordingly subject them to equivalent level of training.
- d) Operator Qualification: The Water sports centre should have at least one staff member holding certification from NIWS or from a national governing body of the respective Water sports with adequate proficiency. Proof of participation in National/ Navy regattas can also be considered equivalent to a proficiency certificate.
- e) Operating Instruction: The Water sports centre is responsible for imparting adequate training to customers before handing over the kayaks for independent operation. It is recommended that the Waters ports centre conducts a familiarization training program for this purpose. The kayaker must wear a properly fitting buoyancy aid while on water.

Life - Guard:-

Lifeguard Scope:

- The regulations contained below are applicable for lifeguarding at Swimming Pool, Water Park and Lake-front.
- The stipulations are being framed to ensure that the trainees swimming / water-borne activities and are free from fear of safety and security.

Qualification: The person must be in possession of a valid Lifesaving from NIWS

Life Guarding Instructions:

- Duties should not exceed 4 hours at a time.
- Area under observation should not exceed 50 meters. More than one observation post must be provided for longer/bigger swimming pools or water parks.
- Lifeguard on active duty should not be distracted while on duty. No other job shall be assigned to while they are on pool duty.
- Lifeguard should be familiar with standard communication signals.
- An Emergency Action Plan (EAP) should be drawn up covering all types of emergencies, which inter alia specify the role of each member of the Pool Management. It should be recast periodically by incorporating necessary additions/ modifications.

#### 4. Safety of Equipment:

- a) The Agency shall be responsible in case of any loss of inventory.
- b) The Agency should provide safe storage facility for the entire inventory.

5. The Agency should take care of Travel to district, state and national competitions, selections, Camps & Events.
6. Either One head Coach or Ass. Coach should accompany trainees to the district to National level selections/competitions in III Tier A.C sleeper or equivalent mode of transport.
7. The Agency should look after the education of all academy inmates in terms of providing tutors whenever and where required.
8. Accommodation to the trainees and coaches during selections/competitions should be provided at decent hygienic facilities, preferably at least 2star hotels.
9. Providing sports kits for training and competition for all academy inmates.

Sports kits include track suits, life jackets, discipline specific athlete attire, medical kits for each athlete as per requirement.

10. Regular assessment/study of State/National & Olympic level Sports schemes to understand and suggest adoption of suitable updated best practices, training practices and operation & management models. Half-yearly reports of the same to be submitted to SAAP.
11. Deployment of one experienced (min 2 (two) years of experience) Physiotherapist cum fitness trainer per Academy.
12. The Agency should engage a local Nutritionist for conducting regular monthly tests and visits to concerned academies and suggest and implement athlete specific diet plan.
13. Deployment of a liaison officer/manager between SAAP and the Agency.
14. Providing Security staff for security of inmates, academy equipment, buildings and training facilities.
15. Providing Housekeeping staff proportionate to the work for maintaining accommodation, kitchen, dining and training facilities. Lady care taker/warden to be provided for girl hostels.
16. Maintenance of accommodation and boarding facilities of the Athletes.
17. The agency should provide hygienic Food to all the inmates as per SAAP nutrition chart initially and the same can be later changed /modified / customized according to need of every athlete as suggested by the Nutritionist and after mutual consent of SAAP and the Agency.
18. Provide accommodation, kitchen and dining facilities to inmates. The agency will be authorized to search for private rented accommodation and other facilities as per requirement of SAAP, get the facility approved from SAAP, enter contractual agreement with the private party and pay monthly rent as per the agreement. SAAP will reimburse the amount on bimonthly basis (once every two months) based on actuals as per the terms of contractual agreement made between Agency and private party providing accommodation kitchen and dining facilities. The Agency should submit a copy of rent agreement to SAAP. The rent shall be fixed as per G.O.M.s.No.37, Dated: 7/3/2016 of Finance (FMU-TR&B) Dept. This process will be continued till SAAP can provide accommodation to academy inmates on its own.  
**Note:** The above component should not be considered in financial bid.
19. Agency should provide daily needs to the inmates. Daily needs should include but not limited to toiletries and transportation to education institutions as per requirement.
20. Selection and Competition Exposure to the inmates which should include at-least 2 district level, 2 State level and 2 National level competitions for each inmate.
21. Conducting quarterly evaluation of all the academy inmates in terms of relevant battery tests, skill tests, behavioral aspects and other relevant scientific tests and submitting quarterly detailed reports and suggestions to SAAP either as per

proforma given by SAAP or proforma given by Agency and approved by SAAP.

22. The Agency should provide necessary furniture, beddings, kitchen and dining equipment.
23. Inventory management and maintenance of boats and all other training related equipment at the academies. Bimonthly (once every two months) reports on status of all such equipment to be submitted to SAAP. The list of equipment allotted to each academy will be provided to the agency by SAAP to maintain.
24. The Agency will need to send bimonthly (once every two months) inventory reports of the same accordingly based on which replacement, addition, up gradation of equipment can be done by SAAP as and when needed. The equipment shall be the property of SAAP and the agencies / companies cannot claim any authority on the equipment procured for Water Sports Academies.
25. Maintenance of equipment including spares, and other miscellaneous items.
26. Regularly updating and maintaining the Web/Mobile application provided by SAAP with inmate's database, daily activity monitoring and training schedule of each Inmate, biometric attendance, progress and performance reports of each inmate.
27. Devising athlete specific progression plan and goals after initial/first evaluation of each athlete and incorporating the same on the IT platform for regular monitoring of progress and performance.
28. The Agency should Provide Health and Accidental Insurance to all the academy inmates.
29. The Agency should take care of all health issues and should conduct Quarterly medical checkup of all athletes by qualified doctors and submit half yearly (reports of two quarters) reports to SAAP.
30. The Agency should work with SAAP and District Sports Authority in devising plans and conducting District and State level selections for admission of inmates into Water Sports Academies. The agency should be prepared to depute coaches for the same as and when required.
31. The list of consumable and non-consumable equipment to be provided by the Agency is not limited to but should include the following:
  - a. Buoyancy aid
  - b. Personal floatation devices
  - c. Noseclips
  - d. Outriggers
  - e. Throwbags
  - f. Sports kits (track suits, sports shoes, sports t-shirts)
  - g. Discipline specific attire for competition and training
  - h. First Aid Kits
  - i. Water BottlesThe above items should be replenished quickly according to needs.

**Note:**

- The above-mentioned Scope of Work is same for Schedule 1, Schedule 2 and Schedule 3.
- SAAP will develop a Web and Mobile app and provide access to the Agency in order for them to update it. The relevant information will be made available to the general public.
- The entire inventory either procured by SAAP or by the Agency will be the property of SAAP and the Agency cannot claim any authority on the equipment procured for Water Sports Academies.
- The payment to the agency shall be made by SAAP on bimonthly (once in two months) basis after due verification of bimonthly reports.
- SAAP will get necessary permissions for use of water sports equipment.
- Certifications will be given to inmates by the concerned department in case inmates participate in any of the events conducted by that department.
- It is mandatory for the Agency to start providing services/materials mentioned in points “3”, “4”, “9”, “23”, “24”, “28” and “29” mentioned in the Scope of Work within 60 days of signing of contract.
- It is mandatory for the Agency to start providing services / materials / equipment mentioned in points “1”, “2”, “11”, “12”, “13”, “14”, “15”, “17”, “18”, “20”, “22”, “25” & “26” mentioned in the scope of work within 90 days of signing contract with SAAP.

## **1. Instructions for prospective Agency/Agencies**

- I. The Earnest Money Deposit of **Rs.100,000/- per schedule** by participating Agencies shall be paid electronically to the Vice Chairman and Managing Director, Sports Authority of Andhra Pradesh, Vijayawada.
- II. The Earnest Money Deposit of un-successful Agency shall be returned / refunded within 30 working days of award of Tender. In case of successful Agency this shall be retained as security deposit (Performance Bank Guarantee) which shall be forfeited in case of any default. The security amount shall be refunded to the agency within 30 days of termination of the agreement in case of successful completion of the agreement.
- III. The successful Agency shall be responsible for any loss of life or physical harm and any type of misbehavior with the students. The employees of the Agencies should be of the high integrity and moral value.
- IV. Professional agencies should upload in the online e-procurement portal and submit signed detailed proposals which should contain fully filled RFQ with all Annexures present in the RFQ. In this regard the self-attested documentary evidences should be uploaded in the online e-procurement portal and submitted before the bid closing date along with the proposal. The documents to be uploaded and submitted along with Technical proposal are:
  - A) Certificate of incorporation
  - B) Article of Association to indicate line of business
  - C) Regd. Office postal address with phone no. and email address
  - D) Office address in Andhra Pradesh
  - E) Contact person with Phone, Mobile Number and email address
  - F) Proof of payment of EMD and transaction fee
- V. The infrastructure/any other facility 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 training.
- VII. Agencies would be solely responsible for participation of trainees in any event not approved by SAAP.
- VIII. 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
- IX. 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.

Note: Any details of financial bid/proposal should not be mentioned in the technical bid document.

- X. SAAP reserves the right to alter / modify / enlarge / cancel the RFQ without any reason with the help of addendum.

**Note: Proficiency in Telugu will be an added advantage to their sources.**

### **XI. Evaluation of Proposals**

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

- 1. Technical Evaluation: 70%**
- 2. Financial Evaluation: 30%**

**The Bidder scoring highest for a Schedule will be awarded L1 for that schedule. The evaluation criteria will stay the same for all the schedules.**

- 1. Technical evaluation will be done as below:**

<b>Sr. No.</b>	<b>Criteria for technical Evaluation</b>	<b>Maximum Points</b>
a)	Experience of bidder and Overall organization profile	10
b)	Affiliations / Certifications of the firm	10
c)	Key professional staff Qualifications (level and experience of head and assistant coaches)	40
d)	Execution methodology, work plan & compliance to scope of work and project requirements	40
<b>Total</b>		<b>100</b>

**a) Experience of bidder and relevant State / National / International level Affiliations / Certifications**

<b>Sr.No.</b>	<b>Particulars</b>	<b>Description</b>			<b>Maximum Points</b>
1.	Experience of the firm	2points <=2 years	3points 3-5 years	5 points >5 years	05
2.	Overall organization profile	0-5 points based on organization profile			05
<b>Maximum points</b>					<b>10</b>

**b) Affiliations / Certifications**

<b>Sr.No.</b>	<b>Particulars</b>	<b>Description</b>	<b>Maximum Points</b>
1.	Affiliation certificate	Affiliation certificates from any relevant organizations / associations	10
<b>Maximum points</b>			<b>10</b>

**c) Key professional staff Qualifications** (level and experience of head and assistant coaches)

<b>S.NO.</b>	<b>Particulars</b>	<b>Description</b>			<b>Maximum Points</b>
		<b>Experience</b>	<b>Certifications</b>	<b>Licenses</b>	
1.	Coaches	10	05	05	20
2.	Composition of coaches & trainers	(composition of coaches and trainers as specified in the scope)			20
2.	<b>Total</b>				<b>40</b>

**d) Execution methodology, work plan & compliance to scope of work and project requirements**

<b>Sr.No.</b>	<b>Particulars</b>	<b>Description</b>	<b>Maximum Points</b>
1.	Work plan & scheduling	20	20
2.	Execution Methodology	20	20
3.	<b>Total</b>		<b>40</b>

The bidders shortlisted on the basis of successful document verification will be required to give presentation including but not limited to their organization, work done, their ideas about State Water Sports Academies and expertise in handling such project along with the details of persons to be deployed. The evaluation will be made broadly on (1) Experience of bidder and Overall organization profile (2) affiliations/certifications of the firm (3) strength of key manpower quality, (4) Execution methodology, work plan & compliance to scope of work and project requirements

The final score of technical evaluation would be determined on the basis of the technical bid. Technical evaluation carries **70% weightage**. The score obtained out of 100 in the technical evaluation will be scaled down proportionately to calculate the marks scored out of 70.



## **2. Financial evaluation:**

Financial bid should contain total average cost per month inclusive of taxes.

Monthly charges should include monthly rate for all the expenses expected to be incurred for fulfilling all components mentioned in the scope of work and all incidental expenses including out of pocket expenses. Monthly rate implies an average rate per month considering varying deployment of resources for the various stages of the project.

Financial bid = A + B

Where, A = Average monthly rate for operations 24 months contract period

B = Average monthly rate for additional services, providing consumable, Non-consumable materials as stated in scope of work and miscellaneous expenses etc. for 24 months contract period.

The Financial bid carries **30% weightage**. The lowest bidder will be awarded 30 and other bidders will be awarded marks proportionately.

## **3. Period of Contract**

I. The period of contract for management shall be for a period of 2 (two) years, which can be further renewed depending on the performance of the agency. The conditions described in this document shall also be part of the subsequent agreement/agreements.

II. The successful agency shall execute an agreement / contract for the fulfillment 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 adhered 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 proposal beyond the prescribed period.

## **4. Validity Period of the RFQ**

RFQ shall remain valid for a period of 60 days (sixty 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 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. PENALTYCLAUSE**

If the successful agency fails to provide management services without prior information to SAAP, a penalty will be imposed as under and the penalty will be deducted from the share of money of the Agency: -

No. of days	Penalty amount per day
01-02	Rs.500
03-04	Rs.1000
05 to 15 days	Rs.2000
More than 15 days	Agreement will be terminated

The above penalty clause would be applicable starting 60 days after signing of agreement between SAAP and the Agency.

7. In the event of the successful Agency not starting the management services within 10 days after signing the agreement, the Earnest money deposited by the Agency shall be forfeited.

**8. 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 30days’ 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 like coaching material, furniture, books and site installations etc. would become the property of SAAP. Any damage to the property / infrastructure of the SAAP shall be rectified by the SAAP at the cost of the agency.

#### **9. 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:
  - i. Any war or hostility.
  - ii. Acts of public enemy, civil commotion, sabotage, explosions embargoes general strikes, bandhs.
  - iii. 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. Expected work and deliveries under this contract shall resume as soon as practicable after such EVENT comes to an end or ceases to exist.
- IV. 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.
- 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.

#### **10. Successful Agency shall comply with laws of the land.**

#### **11. 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. Unresolved disputes shall be decided only by the Courts or Tribunals situated in Vijayawada.

**12. 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 3months.
- 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.

**13. Address of Technical evaluation of RFQs**

Sports Authority of Andhra Pradesh,  
I.G.M.C. Stadium, Bandar Road, Labbipet,  
Vijayawada-520010  
([manager\\_scs@apsports.in](mailto:manager_scs@apsports.in))

**For further details contact: +919928827053  
+918978981558**

**14. Deadline for Submission for RFQs**

The scanned copies of RFQ with duly filled Annexures along with supporting documents should be signed and uploaded online on or before **18.02.2019 at 04:00 PM. Schedule wise** bids containing all the required details should be uploaded through AP e-procurement portal before the deadline.

**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 RFQs. 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 RFQs shall be notified to the Agency through website of the SAAP.

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## **Annexure - I - Organization Background**

Provide here a brief (two pages) description of the background and organization of your firm for this assignment.

**Annexure - II - Organization Experience**

<b>Information Requested</b>	<b>Description</b>
Name of the firm	
Address of the firm	
Experience of the Firm	
State/National/International level affiliations /certifications	

**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
- c) Organization and staffing.

**Annexure – IV – Team Composition key members**

<b>Name of Staff</b>	<b>Experience area</b>	<b>Position Assigned</b>	<b>Tasks/Activities assigned</b>



**Annexure – V**

**Curriculum vitae of proposed team.....**

Information Required	Details
Name of Staff	
Date of Birth	
Nationality	
Education	
Languages Known	
Employment record	Employer 1: Date: From _____ to _____ Designation held: _____
Certification	
Signature of Staff	I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that my willful misstatement described herein may lead to my disqualification or dismissal, if engaged.  Signature:
Signature of Authorized signatory of firm with stamp.	

**Annexure VI – Affiliation Certificate**