



Request for Proposal
**[Through Letter of Intent/
Expression of Interest]**
For
Stadium Management
& Sporting Activities
(Cricket, Tennis, Volleyball etc)
At

Railway Stadium, Samastipur

East Central Railway
SAMASTIPUR DIVISION

EAST CENTRAL RAILWAY

**REQUEST FOR PROPOSAL THROUGH EXPRESSION OF INTEREST
[No:DSA/SPJ/Sports/2018/01, dated: 16/10/2023]**

1	Name of work with its location	Request for Proposal through Letter of Intent/Expression of Interest for Stadium Management in Cricket at Railway Stadium, Samastipur Location : Samastipur
2 (i)	Pre-RFP meeting	Date of Pre-RFP meeting: 26.10.23 at 12.00 Hrs. in the office of DRM at Manthan Sabhagar.
(ii)	Date, Time & Place for submission of Request	Date & Time of submission of request proposal on 02.11.23 till 17.00 Hrs. Date & Time of opening of Request proposal on 02.11.23 at 17:30 Hrs. Place : Chamber of DEN/HQ./ECR/SPJ
3	Website particulars & Notice Board location where complete details of Proposals can be seen. and address of the office from where the request proposal may also be seen & obtained.	The "Request For Proposal" is available on website: www.ecr.indianrailways.gov.in The details of the request proposal can also be seen /collected free of cost in the office of DEN/HQ, DRM Building, East Central Railway, Smastipur P.O. Samastipur Dist: Smastipur-848101

Disclaimer

The information contained in this **Request for Proposal Document (“RFP”)** seeking Expression of Interest (“**EoI**”)/ Letter of Intent (“**LoI**”) or subsequently provided to the prospective Maintenance & Coaching Agency(s)/Coaching Academy(s), [hereinafter referred to as “**Agency**”], whether verbally or in documentary form by or on behalf of Divisional Sports Officer cum Senior Divisional Finance Manager, Samastipur Division, East Central Railway [hereinafter referred to as “**DSO cum Sr.DFM/SPJ**”] of Divisional Sports Association, Samastipur Division [hereinafter referred to as “**DSA**”] or any of their employees, is provided to the Agency(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the DSO cum Sr.DFM/SPJ to the prospective Maintenance & Coaching Agency(s) or any other party. The purpose of this Request For Proposal is to provide interested parties with information to assist in the formulation of their Proposal (hereinafter referred to as the “**RFP**”).

This RFP includes statements, which reflect various assumptions and assessments arrived at by DSO cum Sr.DFM/SPJ in relation to the Project. Such assumptions and statements do not purport to contain all the information that each Agency may require.

This RFP may not be appropriate for all persons, and it is not possible for DSO cum Sr.DFM/SPJ, ECR or their employees to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP.

The assumptions, assessments, statements and information contained in this RFP 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 RFP and obtain independent advice from appropriate sources.

DSO cum Sr.DFM/SPJ 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 RFP or otherwise, including the accuracy, reliability or completeness of the RFP and any assessment, assumption or information contained therein or deemed to form part of this RFP or arising in any way with pre-qualification of Agency for participation in the RFP stage. DSO cum Sr.DFM/SPJ may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP.

The issue of this RFP does not imply that DSO cum Sr.DFM/SPJ 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 RFP s without assigning any reasons whatsoever.

Divisional Sports Association [DSA]

ARTICLE-I

GENERAL OUTLINE AND SCOPE

Section 1.0 Project Brief and Scope of Services

- i. Indian Railways, in addition to providing basic transportation facilities to the general public, also ensures various social responsibilities and obligations towards welfare of the masses, extending facilities related to the social, cultural, educational and medical facilities especially, to the government and other sections of the society. Keeping with its tradition of dedicated service to the community, Indian Railways, during the past years has accepted the challenge of changing times and has upgraded the facilities in all the spheres of public lives.
- ii. DSA invites applications from professional sports coaches / agencies for providing coaching in Cricket & other disciplines for which facilities are available at DSA Stadiums/Facilities situated at Samastipur.
- iii. Details of Sport facilities, where maintenance and coaching facilities are proposed, available in Samastipur Division are as under:-

S. No.	Games	Address of Facilities
1	Cricket, Tennis, Volleyball Etc	Railway Stadium, Samastipur

1.1 Schedule of RFP Activities

S. No.	Activity	Date	Remarks
1	Issue / Uploading of the RFP Document	20.10.2023	
2	Pre-RFP Meeting	26.10.2023	
3	Submission of RFP	02.11.2023	

4	Opening of RFP	02.11.2023	
----------	-----------------------	-------------------	--

ARTICLE-II

ENGAGEMENT OF AGENCY; GENERAL RESPONSIBILITIES

Section 2.0 Engagement

DSA desires the Agency to maintain and run 'Railway Stadium' & related facilities in the best interests of the Railways, as a premier facility for sports and fitness events of local and regional interest, all in accordance with the objectives and standards of performance to be set forth in the future MoU/Agreement.

DSA desires the Agency to promote staff, administer, manage, maintain and fully and functionally run the Managed Facilities during the Management Term, all upon the terms and conditions to be set forth during the MoU/Agreement, and Agency will have to accept such engagement with the railways. Agency will run the stadium/stadiums independently and will be the beneficiary of the Rental Revenues generated from the facility in the ratio of 70:30 [Agency : Railways]. Agency shall review and recommend to the DSA, possible modifications to the current Stadium including parking, security, seating stands, signage and similar matters to help improve the facility.

Section 2.1 Railway's Objectives

Agency acknowledges that Railway's objectives with respect to the Managed Facilities include, (i) Necessary preparation, conditioning or protection of the Playing Field (ii) Purchases of additional or replacement Equipment, the depreciable life of which, according to accepted accounting principles, is in excess of three(03) years and expenditures for maintenance or repairs which extend the useful life of the assets being maintained or repaired for a period in excess of three (03)years, (iii) Owner shall provide Agency and its representatives full unrestricted access to the Managed Facilities at all-time thereof as may be necessary to enable Agency to assume full responsibility for all maintenance Services as of the future date of agreement.

Section 2.2 Standard of Performance.

Agency shall provide and perform the maintenance services as to be described in the future agreement, in a prompt, diligent and professional manner consistent with the Industry Standard and in compliance with Applicable Laws, subject to the other terms and conditions of that MoU/Agreement.

ARTICLE-III

AGENCY'S MAINTENANCE RESPONSIBILITIES

Section 3.0 Maintenance Services Generally

During the Maintenance Term, Agency shall maintain, operate and manage the Managed Facilities in accordance with the terms and conditions of the Agreement with the Railways.

Such services shall include all day-to-day administrative and operational services necessary for the operation of the Managed Facilities in the manner contemplated by that Agreement, including the implementation on behalf of the DSA of the operational plans, policies and procedures. Without limiting the generality of the fore going or any other requirements of the Agreement, during the agreed Term, Agency shall provide the specific services described in this Article-III. The services to be provided by Agency pursuant to this Article III are referred to herein as the "Maintenance Services".

Section 3.1 Marketing and Promotion

Agency shall conduct all marketing and promotional activities with respect to the Stadium with the objective of maximizing utilization of the Stadium and attendance at Events, provided however that Agency shall have no responsibilities or obligations with respect to the marketing and promotion of Railways Event sun less otherwise specifically agreed upon by the Agency and the DSA. Agency can install necessary branding inside the stadium only for the promotion and marketing with due permission from DSA.

Section 3.2 Organizing and Scheduling of Events

Agency shall be solely responsible for scheduling of all Events held at the Stadium. However, all bookings of the sports events, other than the routine schedules of

the Academy/Agency, shall be routed through and must be confirmed by the DSA only. Railway/DSA reserves the right to ask for making the stadium/entire sports facilities available to it without any conditions. Agency however may ask for a Three-Day advance notice for the purpose. The days of regular events like Republic Day, Independence Day and any other standard events as advised by the DSA from time-to-time, shall have to be kept free for DSA's exclusive use. Agency, however, will have the exclusive right to run and maintain sports academy in the facility. Agency shall maintain, and regularly update, a scheduling calendar for the Stadium.

Section 3.3 Security

Railways shall be responsible for year-around security services at the Stadium. Necessary security guards will be provided by the owner in the regular shifts for round the clock security of the premise. Agency shall be responsible for Event-related security, traffic and crowd control and other public safety requirements to the extent assigned to or assumed by the Railways or Agency pursuant to the Security Plan.

Section 3.4 Cleaning, Maintenance and Repairs

Agency shall be responsible for all cleaning and maintenance, excluding any civil construction of the Managed Facilities, and the Equipment in accordance with the Operating Procedures and the Industry Standard with the objective of maintaining the Managed Facilities and the Equipment in First Class Condition.

Such services shall include:

- (i) Regular cleaning, in a manner and at times and intervals consistent with the Operating Procedures and the Industry Standard of all areas of the Stadium, including sweeping, power washing of Stadium seating, and cleaning of glass and other surfaces;
- (ii) Trash removal and pest control;
- (iii) Keeping drains free of debris;
- (vii) Periodic inspection of all Stadium areas and elements and Equipment and prompt advice to the DSA with respect to any needed Capital Expenditure;
- (viii) Care, maintenance and lands capping services of grounds, grassed areas,

- plantings and other landscaped areas within the Stadium Site;
- (ix) Quality check of the dressing room, wash rooms and other administrative areas frequently in order to maintain hygiene at the ground;
 - (x) Setting up the best-in-class infrastructure for net practice and maintain quality equipment which will be useful to the DSA during their use of this ground.

Section 3.5 Playing Field and the Wicket

Agency shall be responsible for all day-to-day care and maintenance of the natural grass playing surface and central turf wicket, including any necessary preparation, conditioning or protection of the Playing Field before or during Events as may be necessary after Events to maintain and restore the Playing Field to the best possible standard. Agency shall enforce the Rules and Regulations pertaining to protection of the Playing Field. Regular fertilizer and pesticide treatments to the grass, watering of the grass and wicket and mowing and rolling will be performed to keep them in best possible condition.

Section 3.6 Emergency Maintenance

Agency shall provide for all necessary emergency maintenance and repairs of mechanical, electrical and plumbing facilities and public areas constituting part of the Managed Facilities which directly affect the public's safe access to or use of the Stadium. In the event that any such emergency maintenance and repairs constitutes a Capital Expenditure and it is impossible or impractical for the Agency to authorize or make such a Capital Expenditure in time and manner protecting the public safety, Agency shall nevertheless be authorized to inform DSA in time, highlighting the urgency.

Section 3.7 Parking Services

Agency shall be responsible for all on-site Stadium parking arrangements and operations and shall act as representative of the DSA in connection with all designated off-site Stadium parking arrangements and operations, all in accordance with the Parking Plan.

ARTICLE-IV
General Instructions

Section 4.0 Instructions for prospective Agency(s)

- I. The Earnest Money Deposit of Rs.10,000/- for in the form of Bank Draft / Banker's cheque / Demand Draft from any nationalized scheduled bank drawn in favour of the " **DIVISIONAL SPORTS ASSOCIATION, SAMASTIPUR** " payable at **SAMASTIPUR**, will have to be submitted physically in the tender box kept in the Chamber of DEN/HQ/SPJ at DRM Office Complex, Samastipur.
- II. The Earnest Money Deposit of un-successful Agency shall be returned / refunded within 21 working days of the issuance of the Letter of Acceptance. 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 coaching agency / coaches 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 misbehavior with the railwaymen, their families and wards on account of negligence of Coaches / employees of coaching agencies during the Coaching hour. The coaches / employee of the Coaching Agencies should be of the high integrity and moral value.
- IV. Coaching will be provided by the agency as per condition mentioned in terms & agreements. The sharing of revenue will be in the ratio of 70:30 between the Agency and DSA respectively.
- V. Subsidized coaching @ 1/3rd of the charges is to be provided by the Agency to the Railway employees and their wards. Similarly 1/3rd seats shall be reserved for the railway employees and their wards. If seats are available under the quota of DSA, employees/wards of other central or state governments may be allotted those spots at the same rate applicable to the railway employees. Railway employees shall be required to apply for the membership for the coaching under the project. For extension of contract preference would be given to agencies having maximum railway employees/wards.
- VI. Coaching fee shall be charged on monthly basis. Apart from monthly coaching fee, no entrance fee or any other fee shall be charged by the coaches / agencies.

- VII. Coaches/agencies should clearly indicate the proposed monthly charges to be paid by trainees. However, over and above the monthly coaching charges, coaches/agencies would not be permitted to charge any refundable/non-refundable entry fees unless authorized by DSA. Trainees would be charged coaching fees for only one month in advance at a time.
- VIII. Coaches/Coaching Agencies/ Academies would be permitted to include name of DSA/ Samastipur Division while naming/branding their academies.
- IX. Professional Coaches/Coaching Agencies/Academies should submit detailed proposals indicating the Sports/Sports Complexes in order of preference. **Proposals should contain details of coaches/assistant coaches who would be involved personally in imparting coaching along with their qualifications and experience as coaches or and as national and international sports persons.** Details of awards for recognition in coaching and achievement of trainees should also be furnished. In this regard the self attested documentary evidences may be submitted along with the proposal.
- X. Coaches / agencies would need to clearly state in their proposal details of cost of additional inputs, training aids and playing equipments which they intend to provide to the trainees on request. Specifications and rates for these inputs, equipment, etc., would require to be approved by the DSA and would be displayed on the notice board of the premises as well as mentioned in the coaching contract. Apart from the approved items displayed at the notice board, no other items can be provided to trainees on payment basis. For any change of rates of approved items, prior approval of the DSA is required to be obtained by the coaches / agencies. Payment for these approved items can be received directly by the coaches / agencies and no share of revenue from these need to be paid to DSA. Any deviation from this would be considered a breach of contract.
- XI. The infrastructure allotted by DSA for the sports activities will be utilized only for the purpose of sports, and no other activity would be permitted therein.
- XII. Sports facilities will be made available at the facilities as under –
All Free Days : Round the clock.
During DSA/Railway's Activities : As decided by the DSA.
- XIII. Coaches/agencies would indemnify DSA against any injury, loss of life, etc. caused either directly or indirectly due to the training.

- XIV. Coaches/agencies would be solely responsible for participation of trainees in any event not approved by the DSA.
- XV. All trainees would require to fill up a form with details of terms and conditions of coaching.
- XVI. If storage space for training equipment is required, this should be clearly specified in the proposal. However, this would be provided at the discretion of DSA, if such storage space is available, on mutually agreed terms and condition.
- XVII. The safe custody of the facilities and other infra structure available at the premises shall be the sole responsibilities of the Agency during the coaching period and during the period of contract. 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 coaches/agencies.
- XVIII. All applicants are advised to visit the facility(s) for which they wish to submit proposal for maintenance & coaching and evaluate the potential before submitting their proposals. No representations will be entertained subsequently in this regard (Contact person for these visits – Sh. Asit Sanyal , Secretary/Sports, DSA, Mobile No.: 7488622409)
- XIX. The RFP documents must be page numbered and total number of pages contained in the proposal should be indicated in the covering letter. DSA/SPJ 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 RFP documents.
- XX. Retired sports teachers of Directorate of Education or Sports Authorities of Central or State Govts. may be encouraged to participate in this scheme as coaches.

XXI. Evaluation of Proposals.

The proposals shall be evaluated by the DSA/SPJ through the Evaluation Committee nominated by the competent authority. The DSA/SPJ shall evaluate the proposals in respect to the substantive responsiveness of the proposal or otherwise. Selection criteria to be followed would be as under:

S. No.	Order of Preference (Weightage %)
1.	Agencies ready to maintain and manage the stadiums as well as offering coaching facilities by running their National Level Sports Academies directly or through a Franchisee having National /International Level players on its Board as Mentors. It must have minimum experience of 3 Years in managing government/ PSUs Stadium etc. (25)
2.	National/ International-level Registration like NIS etc. (15)
3.	Professional qualification of coaches. (10)
4.	Exposure of National and International Sporting Events as participants, organizers, judges and contribution to Indian Cricket (20)
5.	Technological Inputs/ Coaching Aids proposed to be utilized (10)
6.	Agencies offering additional provisions to renovate the existing general or specific facilities & creation of sports infrastructure like tennis court, Indoor court etc. (10)
7.	Agencies ready to undertake necessary preparation, conditioning or protection of the Playing Field through soil treatment, mixing and supplies of advanced industrial level inputs. (10)

The above mentioned criteria for eligibility is only indicative in nature and final scope for selection will be decided by the Evaluation Committee only based on the expressions/interests or inputs received during RFP. If required, additional calls for expressions of interest may be exercised or open tenders from the willing agencies may be called for.

Section 4.1 Period of Contract

- I. The period of contract for maintenance and training/coaching shall be for a period of 36 months (three years) from the date of signing of the MoU/Agreement, which will be signed with the successful agency and the conditions described in this document may also become a part of the

MoU/Agreement. This contract may be extendable by 02(Two) years upon the satisfactory performance of the awarded Agency, which shall be as per the recommendation of DSA Evaluation Committee nominated by the President /DSA/SPJ. The decision of DSA/SPJ in this regard shall be final and binding on Agency.

- II. The successful agency shall execute an MoU / Contract for the fulfillment of the contract on Rs. 1,000/- non judicial stamp paper, within ten days from the date of issuance of work award letter on acceptance of the proposal, failing which the Letter of Acceptance issued by the DSA will expire and the successful coach / coaching agency will have no right for the same.
- III. The incidental expenses of execution of MoU/Agreement shall be borne by the successful bidding Agency.
- IV. The conditions stipulated in the MoU/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 DSA and forfeiture of Earnest Money Deposit with the DSA.
- V. There will be no extension of this agreement beyond the prescribed period but in exceptional cases only with the due approval of the competent authority.

I. Validity Period of the RFP proposal

RFP proposal shall remain valid for a period of 30 days (thirty days) from the last date of submission of the RFP. DSA reserves the right to reject a RFP proposal as non-responsive, if:

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

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

II. Extension of Period of Validity

In exceptional circumstances, DSA may solicit the Agency's consent for an extension of the period of RFP proposal validity. Any such request by the DSA and the response thereto shall be made in writing and such extension of RFP

validity period by the Agency should be unconditional. Agency may refuse DSA's request for such extension without forfeiting the RFP Security. Agency accepting the request of DSA shall not be permitted to modify its RFP.

III. Penalty Clause

In case of breach of MoU/Agreement executed between the parties, i.e DSA and the Agency, as defined under Para XIII and XVIII of Section 4, a Penalty in commensuration with the loss or inconvenience sustained by the Railway/Railwaymen against the damage of railway property, shall be imposed by DSO on recommendation of its Management Committee.

The penalty, so imposed will be deducted from the share money of the Agency.

In the event of the successful Agency not starting the agreed activities within 10 days after signing the agreement/MoU, the Earnest Money deposited by the Agency shall be forfeited.

Section 4.2 Termination Clause

I. Termination of Contract for Default.

DSA, 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 DSA.
- b) If the agency has engaged in corrupt or fraudulent practices while executing the Contract.

II. Termination for Insolvency:

If the agency becomes bankrupt or is otherwise declared insolvent, then DSA 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 DSA 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 the DSA and subsequently, of the Railways. Any damage to the property / infrastructure of the DSA shall be rectified by the DSA at the cost of the agency.

IV. 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. Unless otherwise directed by the DSO in writing, the agency shall continue to perform its obligations under the MoU 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 DSO may at option, terminate this contract.
- VI. In case of termination of contract due to force majeure event, DSA would not pay any amount to the Agency.

V. Law of the Land

Successful Agency shall comply with the laws of the land.

VI. 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 Divisional Sports Officer and the Agency, failing which DSA will terminate this contract.

VII. Monitoring System:-

- i. Divisional Sports Officer cum Sr.Divisional Finance Manager, Samastipur Division, E C Railway, DSO cum Sr DFM, SPJ, shall act as the nodal officer for the project for the purpose of overall monitoring of the project.
- ii. JSO (Joint Sports Officer) or ASO (Assistant Sports Officer) and concerned Secretary/Sports or his nominee or in case of stadiums, an officer nominated by DSA will act as Assistant Nodal Officer (ANO) to ensure that the Stadium Management is up to the mark and satisfactory, as per the agreed terms and conditions of the MoU/Agreement.

VIII. Mailing Address for RFP s

RFP s shall be addressed to DSA and sent at the following address:

**Divisional Sports Officer cum Sr.Divisional Finance Manager,
Samastipur Division, E C Railway
2nd Floor, DRM Office Complex
Samastipur, Bihar 848101
(srdfmedp@gmail.com)**

IX. Deadline for Submission for RFP s

The RFP must be received by DSA, at the specified address, latest by the deadline (02.11.2023 till 05.00 P.M.) for submission of RFP s. In the event of the specified date which is stipulated as the Deadline for Submission of RFP s is declared as a holiday for Samastipur Division/E C Railway, the RFP s will be received up to the appointed time on the next working day.

X. Extension of Deadline for Submission of Proposal

If the need so arises, DSA may, in its sole discretion, may extend the Deadline for Submission of RFP s. In such an event, all rights and obligations of DSA 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 RFP s shall be notified through website.

DETAILS OF THE AGENCY

S. No.	Particulars	Details
1	Name	
2	Registered address	
3	Name of Proprietor/Director/ Administrative Head	
4	Type of Ownership	
5	Proof of Support of the Ownership	
6	Sports	
7	Level/Nature of Coaching to be offered	
8	Details of Experience in training of that particular sport along with the copy of the documents.	
9	Exposure of national and international sporting events as participant, organizer, judge etc. along with the supporting documents	
10	Name of Coaches/Assistant Coaches/Support Staff on offer	
11	Professional Qualification of Head Coach (copy of the qualification may be attached with the) RFP document	
12	Qualification of Assistant Coach (copy of the qualification may be attached with the) RFP document	
13	National, inter-national awards won by the coaches (documentary proof may be submitted)	
14	Details of National, inter-national awards won by trainees of these coaches	
15	Preference of facility in order of preference	
16	Trainer / trainee ratio proposed	
17	Training Aids / Equipments required to be provided by the coaches/agencies.	

Signature of applicant with Seal of Establishment

Full Name of Applicant with address & Date