



National Games Secretariat

Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram, Kerala

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Expression of Interest for Empanelment of Agencies to provide Art Department Services (including Art Director/ Production Designer) for the Opening Ceremony and Closing Ceremony of 35th National Games

- A. The National Games of India is the premier Multi Discipline Sporting Event held in the country, once in every two years. As the custodian of the National Games, the Indian Olympic Association (IOA) has allotted the 35th National Games to the State of Kerala in South India. The Games are scheduled to be held from 31st January 2015 to 14th February 2015.
- B. The National Games Secretariat (the “NGS”) is the Nodal Agency of the State Government of Kerala, mandated with the responsibility of organizing the 35th National Games of India.
- C. The Games are expected to be held during a 15 day period held from 31st January 2015 to 14th February 2015, in 29 Competition Venues located across seven Districts of the State of Kerala. Competitions will be held in 31 Sports Disciplines, which will attract the crème-de-la-crème of the Sports Fraternity of India to the State of Kerala to participate in this largest multi-sport Event of India.
- D. As mandated by the provisions of the Host City Contract, NGS is planning to conduct grand Opening & Closing Ceremonies. The Ceremonies will be conducted in the New International Stadium at Karyavattom, Thiruvananthapuram, Kerala. The Opening Ceremony is scheduled to be held on 31st January, 2015 and the Closing Ceremony is scheduled to be held on 14th February, 2015.
- E. The Ceremonies Committee of NGOC (“National Games Organising Committee”) is in charge of conducting the Opening & Closing Ceremonies.

- F. Shri T.K Rajeev Kumar, noted film director, is the Creative Director for the Opening & Closing Ceremony. The Creative Director has prepared the concept and vision for the Opening & Closing Ceremonies.
- G. The Creative Director will be in charge of overall direction of the Opening & Closing Ceremonies.
- H. To execute the vision and concept of the Opening Ceremony and Closing Ceremony, the services of an Art Department with an Art Director/ Production Designer is required.
- I. NGS intends to empanel suitably experienced and competent Agencies or Individuals who can provide the Art Department Services required for the Opening and Closing ceremonies.
- J. The Art Director/ Production Designer should have at least Bachelor or Master Degree of Art from recognized Art Schools with 5 years of experience.
- K. Agencies or Individuals, who have experience in providing the services indicated above and in Annexure II, may apply for this EOI.
- L. Once the actual stage arrangements and other technical requirements for the Opening and Closing Ceremonies are finalised by the Creative Director, the requirements of the Art Department shall be intimated to the Empanelled Agencies / Individuals for financial bidding.
- M. The quote should include the cost for the personnel along with the material of all construction needed as per Creative Directors design, transportation of material, travelling, stay and food of the crew.
- N. The applicant will also be required to provide the team of experienced Carpenters, Moulders, Miniature makers and Painters.
- O. The Core Group of the Ceremonies Committee shall evaluate the applications received and NGS shall empanel Agencies/Individuals who meet the Eligibility Criteria specified below.

Eligibility Criteria

1. The Applicant should have provided Art Directors (similar to that indicated in **Annexure II**) for at least 3 National/International/similar Mega events. (*Required Documentary Proof: Copies of Work Orders/Contracts/Client Certificates*)

2. The Art Director must have minimum experience of 5 years in designing and execution of major events.
3. Art Director must have Bachelor degree or Master Degree in Arts from recognized Art School.

General Conditions

1. NGS reserves the right to not to follow up this EoI, modify the EoI process or terminate the entire EoI Process, without assigning any reason or without any obligation to any of the Applicants.
2. This EoI in no way forms any commitment or indication of any business from NGS. Submission of the EoI shall not guarantee an automatic selection or empanelment of the Applicant.
3. Each Applicant shall be liable to individually bear the cost of data collection, preparation and submission of this EoI.
4. Whilst the information in this Expression of Interest has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither NGS, nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed work, or makes any representation or warranty, express or implied, with respect to the information contained in this EOI document or on which this EOI document is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

Modalities of EOI Submission

1. Applications should be submitted in a sealed envelope super scribed “**EOI for Empanelment of Agencies to provide Art Department Services for the 35th National Games**”.
2. The Application should be as per the format specified in **Annexure I**. Required Documentary Proofs should be enclosed.
3. Applications can submit in English.

4. The EOIs should reach the Office of the **Chief Commissioner & Principal Coordinator of NGS** in the below mentioned address, before 4 pm on 6th January, 2015. Late submissions will be rejected.

Chief Commissioner & Principal Coordinator

National Games Secretariat,

Chandrasekharan Nair Stadium, Palayam,

Thiruvananthapuram

Phone: +91 471 2302287, Fax: +91 471 2302267

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Chief Commissioner & Principal Coordinator of NGS

Annexure I

Format for Submitting Application

1. Name of the Applicant:
2. Address:
3. Contact Number:
4. Email ID (Optional):
5. List of Events for which the Applicant **has provided** similar services (*please enclose documentary proof*):

Annexure II



ART DEPARTMENT REQUIREMENTS (Opening & Closing Ceremonies)

Needs an Art Director or Production Designer with

Master Degree or Bachelor Degree of Art any of the recognized Art Schools.

Minimum 5 years of Designing & Execution experience in major Live Events in Stadiums.

The Art Director needs to have a Team (40 nos:) of experienced Carpenters, Moulders, Painters, Miniature Makers.

QUOTE SHOULD INCLUDE

- 1) Hiring of above mentioned material
- 2) Sound Designer & Crew
- 3) Transportation of the material
- 4) Travelling, stay & food of the crew.
- 5) Material for all constructions (needed as per Creative Director's Design)

