



National Games Secretariat

Chandrasekharan Nair Stadium, Palayam, Thiruvananthapuram, Kerala

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Tender No. 87/NGOC/2014-15

Request for Proposal (RFP) for selection of Transport Contractors for the 35th National Games for Thiruvananthapuram District

The National Games of India is the premier Multi Discipline Sporting Event held in the country, once in every two years. The 35th National Games is now scheduled to be held in Kerala from 31st January, 2015 to 14th February, 2015. 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. The 35th National Games will be held in 30 Competition & Event Venues located across seven Districts of Kerala. Competitions will be held in 31 Sport 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. The details of Venues and the respective Sports are attached as **Annexure 1**.

The National Games Secretariat intends to arrange transportation for Indian Olympic Association (IOA) and National Sports Federation (NSF) Officials, Guests, Athletes, Team Officials & Coaches, Technical Officials, Volunteers, Media Personnel and other Participants of the National Games in the seven Host Districts across the State Kerala. This tender is for the transportation requirement between the place of stay (Games Village in Thiruvananthapuram and the Games Hotels) and the Games Venues.

Transportation will have to be provided to the different categories of participants as shown below. The detailed day-wise requirement of buses and cars in the district is shown in **Annexure IV**.

Category	Population	Mode of Transport
Athletes	8,000	Mini Bus
Team Officials	2,000	Mini Bus
Technical Officials	2,000	Mini Bus
Indian Olympic Association (IOA) Fraternity, VIPs and Guests	330	On-Call Cars/ Dedicated Cars

Volunteers	6,000	Mini Bus
Media	800	Mini Bus

For fulfilling the above mentioned transportation requirements, NGS is floating this Request for Proposal (RFP) inviting applications from experienced Transport Contractors for providing suitable vehicles during the period from 27th January, 2015 to 18th February, 2015.

Interested parties, who fulfil the eligibility criteria mentioned below, may send their applications to the address mentioned below, as per the format in **Annexure I**, enclosing all supporting documentation as proof of their eligibility.

NGS shall assess the applications on the basis of the information submitted. If required, the applicants may be invited to NGS for discussions. Upon completion of the technical evaluation by the Transport Committee of NGOC, NGS shall shortlist multiple technically qualified Applicants for opening the Financial Proposals.

After opening the Financial Proposals, the L-1 Bidder shall be declared and at least 50% of the transportation requirements shall be awarded to the L-1 Bidder. The L-2 Bidder and L-3 Bidder shall be offered the option of matching the rates quoted by the L-1 Bidder and, if they agree to match the rates of the L-1 Bidder, they will be awarded 30% and 20% of the transportation requirements.

Upon issue of the Letter of Acceptance by NGS, the selected Agencies shall be required to sign an Agreement with NGS (or its assigns) after depositing an amount equivalent to 10% of the Contract value as Performance Security, either in the form of a Bank Guarantee or as a Demand Draft in favour of CEO & Secretary, NGS.

Eligibility Criteria

1. The Bidder should be controlling a fleet of at least 5 cars or 5 mini-buses. *(Please enclose copies of Registration Certificates as proof).*
2. The Bidder should have successfully executed long term contracts with Government Agencies or reputed Corporates for providing transport services. (Note: In case of large number of applicants submitting the proposal, higher weightage shall be given to agencies with experience in providing transport services to national/international events). *(Please enclose copies of contracts/work orders as proof)*
3. The Bidder should have a minimum average annual turnover of at least Rs 50 lakhs in the last 3 years. *(Please enclose a certificate from the Chartered Accountant as proof)*

Scope of Work

1. The Transport Operations of the 35th National Games will be directed and controlled by the Transport Committee of the National Games Organising Committee (NGOC). The Transport Scheduling shall be carried out by the Transport Committee/NGS.
2. The Transport Contractor shall deploy the vehicles and vehicle crew required and operate the vehicles as per the directions and scheduling given by the Transport Committee/NGS.
3. The Transport Contractor shall carry out all upkeep, maintenance and repair works necessary for the vehicles during the period of the contract. In the event of an unforeseen Vehicle breakdown, the Transport Contractor shall be required to provide alternate standby Vehicle within two hours as replacement.
4. Fuel and oil charges for the vehicles operated shall also be borne by the Transport Contractor.
5. In case of breakdown or non-availability of a vehicle offered by the Transport Contractor, the Transport Contractor shall immediately deploy an equivalent replacement vehicle.
6. The Transport Contractor shall provide all necessary support possible to NGS/Transport Committee in preparing and optimising the Transport Scheduling.
7. The actual Transport Operations will be handled by NGS using the Games Management Software deployed by CMC Limited, the ICT Contractor of NGS. The Transport Contractor shall provide the necessary inputs to the IT Contractor if required.
8. All the vehicles provided by the Transport Contractor, shall be equipped with GPS Devices, in order to enable real time tracking of the Vehicles by NGS, using the GPS device.

Terms and Conditions

- A. Mini-Buses shall be of 12-18 seater type and 25 -30 seater type, dedicated Cars shall be of Toyota Innova make or equivalent and the on-call Cars shall be sedan type Cars of Tata Indigo make or equivalent.
- B. NGS shall offer a minimum average daily usage of 200 kms for each mini-bus and 100 kms for each car, working out to a cumulative minimum of 1400 km a week & 2800 kms a fortnight

for each mini-bus and 700 km a week and 1400 km a fortnight for cars. NGS reserves the right to engage multiple agencies to provide vehicles at the lowest rates quoted in the tender.

- C. The Bidders are required to quote the daily rate for each type of mini-bus and for each type of cars, which shall be all-inclusive, including cost of fuel & oil, upkeep & maintenance, driver / Bus Crew charges, etc. The rates quoted for Cars shall be only for air-conditioned Cars.
- D. The vehicles have to be registered in the State of Kerala and should have the required permits for commercial operation.
- E. The applicant should offer a minimum of 5 cars or 5 mini-buses
- F. The vehicles offered should comply with the emission norms of at least Bharat Stage III standards.
- G. The vehicles offered shall not be older than 5 years.
- H. Offer for vehicles should be substantiated by the proof of ability to arrange / produce the vehicle for use.

Payment Schedule

	Milestone	Payment
1	Upon Signing of Agreement; mobilization advance of 10%, which will be adjusted against the subsequent bills	10% of estimated billing
2	Periodic three payments on weekly basis, against submission of Bills, which will be released within 4 days of submission of bills by the Agency; against each bill a proportionate 10% deduction shall be made for the advance.	100%

Pre-Application Conference

Interested Applicants are invited to participate in a Pre-Applications Conference at the NGS Conference Hall on Wednesday, 10/12/2014 at 11:00 a.m.

Clarifications

Any queries on this document or project may be sent to ngoc@kerala2015.com and transport@kerala2015.com.

General Conditions

1. NGS reserves the right to not to follow up this RFP, modify the RFP process or terminate the entire RFP Process, without assigning any reason or without any obligation to any of the Applicants.
2. This RFP in no way forms any commitment or indication of any business from NGS. Submission of the RFP 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 RFP.
4. Whilst the information in this RFP 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 RFP document or on which this RFP 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 RFP Submission

1. Applications should be submitted in a sealed envelope superscribed “**RFP for selection of Transport Contractors**”.
2. The Application should be signed by the authorized signatory of the Agency.

3. The RFPs should reach the Office of the **Chief Commissioner & Principal Coordinator of NGS** in the below mentioned address, before 4 pm on Monday, December 15, 2014. 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
Email: ngoc@kerala2015.com

Sd/=

Chief Commissioner & Principal Coordinator of NGS

Annexures

Format for Application: **Annexure I**

List of Host Districts and Venues: **Annexure II**

Competition Schedule: **Annexure III**

Indicative Transportation Requirements: **Annexure IV**

Annexure I

Format for Submitting Application

1. Name of the Agency
2. Address
3. Contact Number
4. Districts in which Bidder offers to operate
5. Any additional facilities available in vehicles
- 6. Rate Offered**

A. Minibus

		Mini-Bus 12-18 seater	Mini- Bus 25 – 30 seater
i	Number of Vehicles offered for National Games		
ii	All-Inclusive rate per day for usage of each vehicle as detailed in the Scope		

B. Cars

		Dedicated Car	On-call Car
i	Number of Vehicles offered for National Games		
ii	All-Inclusive rate per day for usage of each vehicle as detailed in the Scope		

7. Details of Vehicles offered

Sl	Type (Specify Mini-Bus / Car)	Make	Model
1			
2			
3			
4			
..			
..			

Annexure II: List of Venues

Sl No	Name of Venue	Events / Competition Disciplines
Thiruvananthapuram		
1	Aquatic Complex, Pirappancode	Aquatics, comprising of Swimming, Diving & Water Polo
2	University Stadium, Palayam	Athletics
3	Jimmy George Indoor Stadium , Vellayambalam	Gymnastics & Handball
4	Shanghumugham Beach	Beach Handball
5	Sreepadam Stadium, Attingal	Kabaddi & Kho Kho
6	Indoor Stadium, Agricultural College, Vellayani	Netball & Taekwondo
7	NH Bye pass, Kovalam	Triathlon
8	Tennis Complex, Kumarapuram	Tennis
9	Karyavattom Stadium/LNCPE	Wushu
10	Chandrasekharan Nair Stadium, Palayam	Squash
11	LNCPE Velodrome, Karyavattom	Cycling
12	New Shooting Range, Vattiyoorkavu	Shooting

Annexure III: Transport Requirements (Indicative)

Category I: Mini-Bus

Athletes

Sl.No	Sports Events	Venues	Athletes			Team Officials		Technical Officials	Total	Days																
			Men	Women	Total	Coach	Managers			-1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
										Bus Required																
CLUSTER-I - THIRUVANANATHAPURAM																										
1	Aquatics	Pirappancode	305	257	562	30	16	120	728	24	24	16	16	16	16	16	16	16	24							
2	Athletics	University	426	426	852	32	16	150	1050									35	24	23	23	23	23	23	35	35
3	Cycling	LNCPE	64	64	128	45	16	48	237					8	8	6	6	6	6	6	6	6	6	6	8	8
4	Cycle polo	CSN	0	0	0	0	0	0	0								0	0	0	0	0	0	0	0	0	0
5	Gymnastics	Jimmy George	96	176	272	84	84	120	560	19	19	13	13	13	13	13	13	13	15							
6	Handball	Jimmy George	128	128	256	32	16	50	354								12	8	8	8	8	8	8	8	10	10
7	Beach Handball	Shangumugham	80	80	160	16	16	30	222	8	8	6	6	6	6	6	6	8								
8	Kabaddi	Sreepadam	96	96	192	16	16	48	272									10	10	7	7	7	7	7	10	10
10	Kho Kho	Sreepadam	96	96	192	16	16	80	304	11	8	8	8	8	8		11									
11	Netball	Vellayani	96	96	192	16	16	45	269	9	9	6	6	6	6	6	6	9								
12	Squash	CSN	64	64	128	26	26	24	204	7	5	5	5	5	5	5	5									
13	Taekwondo	Vellayani	64	64	128	16	16	50	210											7	5	5	5	5	5	5
14	Tennis	Tennis Complex	48	48	96	16	16	45	173	6	6	4	4	4	4	4	4	4	4	4	6					
15	Triathlon	Kovalam Bypass	150	80	230	30	30	60	350													12	8	8	8	12
16	Wushu	IRC	72	48	120	60	60	40	280							10	10	7	7	7	7	7	7	7	10	10
17 (a)	Shooting	Vattiyorkkavu & Mookunnimala	270	130	400	45	20	45	510	17	17	12	12	12	12	12	12	12	12	17						
Total Bus Required			2055	###	3908	480	380	955	5723	101	96	70	70	78	78	78	##	##	##	62	68	64	64	56	90	90

Volunteers and Media

Quantity Assumptions- Bus (Volunteers & Media)				
Head	Units	Round Trips/Day	No: of Buses	Remarks
Volunteers				
Volunteers in Trivandrum	2998	120	40	Assuming that in a bus, 25 volunteers can be accommodated in a single trip and multiple trips can be undertaken by a single bus. (Service would be available from designated spots to Games' Venues, on event days)
Accredited Media				
Accredited Media in Trivandrum	360	18	6	Assuming that in a bus, 20 -25 Media personnel can be accommodated in a single trip and multiple trips can be undertaken by a single bus. (Service would be available from designated spots to Games' Venues, on event days)

Category II: Cars

Quantity Assumptions - Cars	
Dedicated Cars	
Trivandrum	120
On-Call Cars	
Trivandrum	30