

**PRASAR BHARATI**  
**(BROADCASTING CORPORATION OF INDIA)**  
**Host Broadcaster – Commonwealth Games D2010 Cell**  
Directorate General: Doordarshan  
DD Bhawan, New Delhi – 110001

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**AN INVITATION FOR EXPRESSION OF INTEREST**

Provision of Broadcast facilities at Venues: Customization of Broadcast Compound & Presentation Studios, Commentary Tribune & furniture, Camera platform under the Host Broadcaster assignment for Commonwealth Games Delhi2010  
**EOI No 1(2)/ HB-CWG Cell/ D2010/ 14/ 08-09**

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**1. Background and Objective:**

The Commonwealth Games 2010 are scheduled to be held from October 3 to October 14, 2010 at Delhi (India) (hereinafter referred to as the GAMES).

The Organizing Committee - Commonwealth Games Delhi2010 has appointed , Doordarshan , a constituent of Prasar Bharati as the " Host Broadcaster" (for short referred to as HB ), for the GAMES.

This Invitation for Expression of Interest (hereafter referred to as EOI) is issued by Prasar Bharati, through its constituent Doordarshan with Headquarters at Doordarshan Bhawan, Mandi House, Copernicus Marg, New Delhi in respect of the services hereinafter set out, for shortlisting the eligible entity (ies).

HB is required (a) to customize the space available at Broadcast Compound and Presentation Studios at the venue including Power Supply Distribution, Earthing, Air conditioning.(b) to make necessary provision of Commentary Tribune furniture and technical furniture at all the venues as per the international sports coverage practices. (c) to Fabricate and install Camera platforms and ENG platform for HB/RHB (Right Holding Broadcaster) at venues

In this regard, the HB intends to outsource the aforesaid facilities & services by the engagement of an entity (ies).

**2. Eligibility Criteria**

- (i) The entity (ies), in order to be eligible to provide the aforesaid services, must be **either** in their own capacity **or** as part of a consortium has successfully completed:
- a) Customization work of the permanent or temporary structure and supply of furniture/ customize furniture at Venues/ IBC in organizing international sports events, anytime in recent past since year 2000 (including 2000) **and**
  - b) Fabrication and installation work of Camera Platforms at Venues for international sports events, anytime in recent past since year 2000 (including 2000).
- (ii) Any other entity which responds to this invitation for 'Expression of Interest' but does not have the requisite experience as set out above would be free to participate as a member of a consortium as long as the *lead partner* of the consortium meets the eligibility criteria at S. No.2 (i) **and** at least one member meets the eligibility criteria at S. No 2.i (b) separately or collectively.

It is clarified that the *lead partner* of the consortium is the one which has the largest exposure in the activities as required above, amongst all the members of the consortium.

In case of a consortium, the bidder should specify the name of the lead partner of the consortium.

- (iii) The Annual Turn-over of the entity in case of an individual EOI or all the members of a consortium taken together, must not be less than
- a. An amount equivalent to USD 0.4million or INR 2 Crore in each of the last five years ,
  - OR
  - b. An amount equivalent to an aggregate of USD 2 million or INR 10 Crores in the last Five Years.
- (v) The required documents explicitly supporting the past experience, consortia document – MOU document, experience of key personnel engaged, financial strength document must be forwarded with the EOI.

The entity needs to provide documentary evidence like copy of Letter of Award of the assignment, Service Agreement, Certificate from the concerned organization.

### 3. Broad Scope of Work and Services:

The work and services under the assignment are to be provided on wet lease basis (both material and manpower to install and dismantle the facilities and services).The entity has to supply and install the material and facilities as per the production and coverage plan at each of the venues for the Commonwealth Games Delhi 2010. After successful completion of the Games entity has to dismantle the installed facilities and clear the site to the satisfaction of HB

**Details of the space provided at each venue for the Broadcast Compound are as given below:**

S No	Venue	Event	Space in Sqm
1	JLN Stadium	Athletics	3000
		Weight lifting	1500
		Lawn bowl	1500
2	Siri fort Sports complex	Badminton	1500
		Squash	1200
3	Indira Gandhi Indoor Stadium	Gymnastics	2000
		Cycling	1500
		Wrestling	2000
4	SPM Aquatics Complex	Aquatics	2000
5	Talkatora Indoor Stadium	Boxing	1500
6	Delhi University	Rugby	2000
7	Thyagraja Sports Complex	Netball	2000
8	Maj Dhyan Chand National Stadium	Hockey	2000
9	India Gate	Archery	1500
10	Yamuna Sports Complex	Table Tennis	1500
		Archery	1500
11	Karni Singh Stadium	Shooting	1900
12	R K Khanna Stadium	Tennis	1000 on third floor

The scope of work is divided into two parts namely Part A: Customization of Broadcast Compound and Presentation studio, Commentary Tribune and technical furniture and Part B :Camera platform/ risers

While HB may prefer to outsource this job on turnkey basis, the final decision on whether the works will be awarded on a turnkey basis to an entity or to a consortium or on a non turnkey basis in which the outsourcing work may be awarded to more than one entities or to consortia, shall be taken

on the basis of responses received to the EOI. The entities, who wish to bid on non turnkey basis, shall specify works and services.

**Part-A:**

**Customization of Broadcast Compounds and Presentation Studio, Commentary Tribune and Furniture**

- i) A proper leveled space in the vicinity of stadia (approx 1500- 2000 sqm) is to be customized as it is required to accommodate various activities for broadcasting purpose and to provide logistics facilities. The Space customization is required at Broadcasting Compound at all the Competition Venues of the Commonwealth Games Delhi 2010. The temporary structure is to be erected to create the spaces within the Broadcast Compound, for enabling smooth and speedy installation and dismantling. Prefabricated structure can also be used to customize the required structure and spaces. The spaces are to be acoustically treated and well finished
- ii) Within the Broadcast Compound various technical areas of different size such as Program Control Room (PCR) or Parking for the Outside Broadcasting (OB) Vans, HB Area, Technical Operation Centre (TOC), Space for Dual (Back up) generator with Distribution panel, Broadcast Management Office, Ware house, Catering/ kitchen, Commentary Control Room and Broadcast Information office
- iii) The entity has to carry out following works related to the customization of spaces in the broadcast compound and the presentation studios:
  1. Partitioning including Doors and Windows, Venetian blind etc.
  2. Flooring: Raising the floor height, Hardening and PVC vinyl flooring finishing.
  3. False Ceiling:
  4. Painting and Coloring: Distemper colour on walls,
  5. Air- conditioning: with split AC units in the spaces mentioned above
  6. Electrical: Distribution with PDP and all accessories including general illumination
  7. Fire fighting equipments: CO2 and Powder type cylinders to be placed at all the location mentioned above

The entity has to mention details of material used for the outer covering, internal partitioning and erection of the structure.

- iv) The entity has to customize the space provided for the presentation studio at Four Competition venues and two Non Competition Venues. The entity has to provide grids in the studio for hanging the lighting fixtures.
- v) The entity has to provide technical furniture for Commentary Tribune which includes a table and 3 chairs at venues.
- vi) The entity has to provide the furniture like revolving chairs, plastic chairs, tables of different sizes, Storage Cabinets etc for technical activities at venues within Broadcast compound.
- vii) The entity has to provide wall clocks and dust bins in each of the created spaces.

The items as specified above are intended to be deployed at all the venues and requirement is in bulk. The number of each of the item mentioned above will be finalized at RFP stage.

**Part-B:**

**Camera Platforms**

- i) At the venues Camera platforms are to be installed according to the placement of the cameras for Production and Coverage of individual sport event as per the international sports practice.

- ii) The platform of size 6'x 6' is to be provided. The height of the platform will depend on the location of the Camera platform in the stadium. The platform should be sturdy.
- iii) The entity has to submit the schematic drawing/ photograph of the camera platform and details of the material used.
- iv) The entity has to provide **ENG Camera platforms** at all the venues for HB/RHB use. The number of platforms will depend on the space booking by the RHB at exact number will be finalized at the RFP stage.

**4. Broad facilities to be provided / extended by the Host Broadcaster:**

The space for the temporary construction of broadcast compound at each venue will be provided by the Host Broadcaster in coordination with Organizing Committee

Domestic and Equipment power supply will be provided by the Host Broadcaster in coordination with Organizing Committee

**5. Summary Rejection:**

It is expressly made clear that mere submission of EOI, eligible or not eligible, shall not confer any right whatsoever on any such entity. Any EOI submitted by an entity, which fails to satisfy the eligibility requirements set out in the Clause No 2 above, is liable to be rejected.

**6. Preparation for Submission of EOI:**

- (i) It shall be obligatory on the part of the Entity (ies) to furnish any further information as may be sought by HB.
- (ii) They shall be under a duty to ensure that they fulfill the eligibility criteria.
- (iii) The Validity period of the EOI shall be 6 months from the date of Submission of EOI.
- (iv) The EOI must contain essential information as per the format given below:
  - a. Name & address of the Entity (ies).
  - b. Business name and constitution
  - c. E-mail ID.
  - d. Fax No/Telephone No (s).
  - e. Experience/Past performance as desired at Clause No. 3 above, **particulars with supporting documents** in following format

Sl. No.	Name & Address of client	Year of Event	Details of desired IBC activities	Remarks in terms of objectives, scope of services covered

- f. Experience of key personnel proposed to be engaged should be submitted along with the EOI.
- (v) Execution Plan must be submitted for the 'Broad Scope of Work and Services' as mentioned at Clause No 3 above.
- (vi) The EOI complete in all respects must be submitted together with requisite information and annexure (s). The EOI offer should be free from ambiguity, change or interlineations. Incomplete EOI will not be considered.
- (vii) The EOI and any annotations or accompanying documentation must be in English language.
- (viii) The EOI shall be duly signed on each page by an authorized person. Document authorizing such person must accompany the EOI. HB reserves the right to reject outright any EOI unsupported by proof of the signatory's authority.

## 7. Submission of EOI:

- (A) An EOI may only be made by the submission of three (3) copies (including an electronic copy) of:
  - (i) An EOI Form as at Clause No 14 in the document, complete in all respects.
  - (ii) Execution Plan of the above-mentioned 'Broad Scope of Work and Services' as at clause 3
  - (iii) Documents to support the eligibility criteria as at Clause No.2 above and for clause [6(iv)e] above are to be submitted alongwith the EOI. Any other supporting documents or information as required by the Host Broadcaster is to be submitted alongwith the EOI.
  - (iv) Fee of INR 5000/- (Indian National Rupees Five Thousand only) or USD 125/- (US Dollar One Hundred Twenty Five only), in shape of a **Demand Draft** only in favour of PB (BCI), Directorate General: Doordarshan, payable at New Delhi, from a Nationalized Bank/ Scheduled Bank, in case of downloading the EOI document from Doordarshan Website is to be submitted alongwith the EOI.
- (B) The sealed EOI by superscribing envelope "Expression of Interest for Provision of Broadcast facilities: Broadcast Compound, Camera platform, Commentary Tribune construction and air-conditioning on hire under the Host Broadcaster assignment for Commonwealth Games Delhi2010" complete in all respects **should reach on or before 1400 Hours (IST) Sep 15, 2009** at the given below address:-
 

**Project Director,  
 Project management Unit  
 Host Broadcaster – Commonwealth Games Delhi2010 Cell,  
 Room No. 612, Tower – A,  
 Doordarshan Bhawan, Copernicus Marg,  
 New Delhi (India) – 110001**
- (C) HB will not be responsible for the loss of any EOI or for any delay in receipt of EOI by Postal transit or otherwise. EOI hand delivered should be put in the EOI box at the above mentioned address, by the specified time and date. EOI received after the closing date and time mentioned above shall not be considered. EOI (s) sent through TELEFAX/ Email will not be entertained.

## 8. EOI Opening:

- (i) The EOI shall be opened on **Sep 15, 2009 at 1600 Hrs (IST)**.

- (ii) An authorized representative of an Entity carrying a copy of the authorization letter submitted along with the EOI shall be entitled to be present at the time of EOI opening. Any person not carrying the said authorization letter shall not be allowed to attend the EOI opening.
- (iii) In case of an unscheduled holiday on the closing/opening day of EOI, the next working day will be treated as the scheduled prescribed day of closing/opening of the EOI; the time notified remaining the same.

**9. Evaluation /Scrutiny of EOIs:**

Evaluation/ Scrutiny of EOIs shall be based on:

- (i) Submission of EOI complete in all respect, the required documents, fees, information by the entity as per the applicable clause of the EOI document alongwith the EOI.
- (ii) Assessment of the capability of the entity based on the experience and past performance documentary evidence enclosed to authenticate the experience / past performance as desired at Clause No 2 above.
- (iii) Offered Plan as per 'Broad Scope of Work and Services' outlined above with all technical details.

HB shall communicate acceptance of an EOI by Fax/ E-mail. The invitation to send EOI and the receipt of EOI would not constitute a contract between the parties.

**10. Stage Subsequent to EOI:**

**RFP (Request For Proposal) / Tender document stage:** Short listed entity (ies) will be required by HB to submit the bids vide RFP /Tender Documents under the "Two-Bid System" (Technical and Commercial Bids) to RFP/ Tender document.

**11. Address for Correspondence with Host Broadcaster:**

**E-Mail** : [hbdelhi2010@gmail.com](mailto:hbdelhi2010@gmail.com),

**Postal Address :-**

**Project Director,  
Project management Unit  
Host Broadcaster – Commonwealth Games Delhi2010 Cell,  
Room No. 612, Tower – A,  
Doordarshan Bhawan, Copernicus Marg,  
New Delhi (India) – 110001**

All correspondence shall bear reference to the Invitation for EOI document number:  
**EOI No 1(2)/ HB-CWG Cell/ D2010/ 14/ 08-09**

**12. General:**

- a. Neither the issue of this Invitation for EOI nor any part of its contents is to be taken as any form of commitment or acknowledgement on the part of HB to proceed with any EOI or any entity and HB

reserves the right to annul or terminate the process or reject any EOI at any time or stage without assigning any reason.

- b. HB reserves the right and absolute discretion at any time and without any liability whatsoever, to amend, vary, waive and/or modify any or all of the terms and conditions of this Invitation for EOI without assigning any reason whatsoever or prior notice being provided to any entity.
- c. HB shall in no circumstance whatsoever, be responsible or liable in any manner whatsoever, for any costs or expenses incurred or any loss suffered by the entity, in connection with or in consequence of the preparation or delivery of any EOI , or compliance with any of the requirements of the Invitation for EOI or in any other manner.
- d. Any concealment of a material fact or a misrepresentation shall lead to disqualification of the Entity (ies).
- e. In case any clarification is sought by HB after opening of EOI, the reply of the Entity should be restricted to the clarification sought.
- f. Canvassing in any form shall render the EOI liable to be rejected.
- g. The Entity shall be deemed to have duly considered all terms of this Invitation for EOI document and acknowledge that it intends to submit an EOI offer in accordance with the provisions of this document having accepted the terms and conditions as have been incorporated herein and/or that may be incorporated by HB through any Addendum (s).
- h. Each Entity irrevocably and unconditionally accepts and agrees that by submitting an EOI :
  - (i) It agrees to be bound by the terms, conditions and obligations set out in this Invitation for EOI document together with such other terms and conditions as HB may, in its sole discretion, require ; and
  - (ii) It has read and understood, and agrees and accepts, the provisions and procedures, and terms and conditions (including the outcome) of this Invitation for EOI.
  - (iii) It agrees that the offer shall remain valid till the expiry of the validity period as specified in this Invitation for EOI.
- i The decision of HB shall be final while finalizing the EOI .
- j The Entity (ies) should not directly or indirectly relate to any employee of Doordarshan/ Prasar Bharati.
- k. The entity (ies) has not been blacklisted /debarred by any Government/Semi Government Organization or Corporation in India, at any stage.
- l The Entity(ies) would be fully responsible to follow all labour welfare legislations in India and Host Broadcaster will not be responsible for any default/ violation of labour welfare legislations by the party.

### **13. Governing Law:**

Indian laws, both substantive and procedural, shall govern.

### **14. EOI Form:**

Having examined the details given above in Invitation to EOI and terms set out above, I/we hereby submit the relevant information for considering my/our EOI.

- i. I/We accept all the terms and conditions of EOI as set out above.

- ii. I/We hereby certify that all the statements made and information supplied in the enclosed documents and accompanying statements are true and correct.
- iii. I/We have furnished all information and details necessary for EOI. My/our EOI is complete in all respects.
- iv. I/We submit all necessary documents in support of our eligibility, experience and capability.

Signature of the Authorized representative

Enclosures

Seal of applicant

Date of submission