



# **REQUEST FOR THE SUBMISSION OF TENDERS** **FOR THE PROVISION OF COVID-19 SAMPLE COLLECTION AND** **ANALYSIS SERVICES**

## **1. INTRODUCTION:**

### **1.1. IIHF**

The International Ice Hockey Federation (“IIHF”) is the governing body of international ice hockey. The IIHF features 81 member associations, each of which is the national governing body of the sport in its nation. Besides controlling the international rulebook, processing international player transfers, and dictating officiating guidelines, the IIHF runs numerous development programs designed to bring hockey to a broader population. From its headquarters in Zurich, the IIHF organizes in cooperation with its 32 staff members more than 25 international tournaments and competitions annually.

### **1.2. Requestion for Tender**

With this Request for Tenders the IIHF is opening a public tender whereby companies are invited to submit proposals for the supply of COVID-19 Sample Collection and Analysis services for the 2021 IIHF Ice Hockey World Championship (2021 WM”).

## **2. BACKGROUND AND PURPOSE**

The 2021 IIHF Ice Hockey World Championship is taking place from 21 May until 6 June 2021 in Riga, Latvia. A strict Covid-19 Rules will be in place to ensure that the Championship will occur in the most safe and secure circumstances. These Rules foresee in a strict COVID-19 Testing Protocol which must be complied with by all participants.

## **3. CONDITIONS OF TENDER:**

- 3.1. Any interested tenderers can submit their tenders for the attention of [Ashley Ehlert](mailto:ehlert@iihf.com) to: [ehlert@iihf.com](mailto:ehlert@iihf.com)

- 3.2. Tenders shall be submitted to the IIHF by 12 April 2021, 23.59h Zurich time.
- 3.3. Within this Request for Tenders you will find the details of the tender. You should take each into account in your tender response.
- 3.4. Please direct any questions regarding this tender content or process to the representative indicated above. All questions should be submitted in writing either by post or to the email address provided. You should not contact any other personnel at the IIHF unless directed to do so by the representative.
- 3.5. The IIHF reserves its rights to disqualify and reject proposals from tenderers who do not comply with these requirements and conditions.
- 3.6. As part of this tender process the IIHF makes no obligations in any way to:
  - Pay anyone for the tenders or quotes received; or
  - Any other commitment to anyone responding to this tender, whatsoever.

#### **4. DURATION OF CONTRACT**

The awarded contract will run from 1 May until 8 June 2021

#### **5. SCOPE OF SERVICES REQUIRED:**

- 5.1. The IIHF requires the supplier to provide the following services:
  - 5.1.1. Provide the IIHF with COVID-19 sample collection and analysis services during the 2021 IIHF Ice Hockey World Championship in Riga, Latvia

- 5.1.2. Up to 19,000 COVID-19 Polymerase chain reaction (“PCR”) samples will have to be collected.<sup>1</sup> Company should indicate in Tender the maximum number of PCR samples it is able to conduct in one day (12 hours).
- 5.1.3. Approximately 1,000 COVID-19 Antigen samples will have to be conducted.<sup>2</sup>
- 5.1.4. Procedures and the possibility of PCR Pool sample collection must be included in the Tender.
- 5.1.5. All of the COVID-19 sample collection will have to occur on-site at the 2021 WM venues (hotel and arena) and, if possible, at the airport.
- 5.1.6. The COVID-19 test results must be delivered with a maximum turnaround time of 12 hours.
- 5.1.7. Be accredited in accordance with LVS EN ISO 15189:2013.

## **6. TENDER REQUIREMENTS:**

- 6.1. The tenderer must provide the full name of its company, registration number, VAT registration number, physical address, telephone number, fax number and email address.
- 6.2. The tenderer must provide its company profile and the details of the material and staff available to provide the services.
- 6.3. The tenderer must provide a summary of its qualifications and experience in the provision of the services.

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<sup>1</sup> Please note this number is contingent on the Latvian Government approving (amending) the 2021 WM testing plan and may be increased or decreased.

<sup>2</sup> Please note this number is contingent on the Latvian Government approving the 2021 WM testing plan. The number may increase or decrease.

- 6.4. The tenderer must provide the details of all pricing for its services (price/PCR test and price/Antigen test, which should include all service and analysis fees)
- 6.5. The tenderer must provide the details of its required payment terms for its services.
- 6.6. Tenders must be presented as written submissions only.

## 7. TENDER EVALUATION:

The evaluation criteria will be based upon some or all of the following aspects of the tenderers' proposals (not in order of significance):

- 7.1. **Commercial** - competitive price, payment terms and contractual compliance.
- 7.2. **Service Capability** - service delivery experience, service delivery capacity, footprint, service delivery method, infrastructure, quality and compliance with the expected service levels.
- 7.3. **Level of Compliance with this Tender** - adherence to the aforesaid requirements and conditions of tender.