



REQUEST FOR TENDERS FOR THE PROVISION OF ICE HOCKEY CONSULTANCY 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 International Ice Hockey Federation ("IIHF") is opening a public tender whereby companies are invited to submit proposals for the supply of ice hockey consultancy services and resource development in the following fields:

- 1.2.1 ice hockey development
- 1.2.2 ice hockey development and high-performance camp planning/infrastructure
- 1.2.3 player training and education
- 1.2.4 coach and coach developer training and education
- 1.2.5 organizational and leadership development

2. BACKGROUND AND PURPOSE

The IIHF Sport Department is tasked with the responsibility of developing ice hockey globally. In this aim, due to the diverse expertise required to create a well-rounded effective development program which meets the needs of the IIHF's broad stakeholder base, the IIHF seeks to gain an ice hockey consultancy partner that can broaden the IIHF expertise base and help elevate the IIHF development program.

3. CONDITIONS OF TENDER

3.1 Any interested tenderers can submit their tenders to the attention of Ashley Ehlert at:

**Brandschenkestrasse 50
Postfach 1817
8027 Zurich
Switzerland**



or email: ehlert@iihf.com

3.2 Tenders shall be submitted to the IIHF by 15 March 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 the tender content or process to the IIHF representative indicated earlier. 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 contract awarded will most likely until December 2022.

5. SCOPE OF SERVICES REQUIRED:

The IIHF requires the supplier to provide the following services:

- a. Provide the IIHF with high-level expertise regarding ice hockey development.
- b. Support the IIHF and its Committees with the implementation of its development projects.
- c. Create Coach Developer, Coach Development and Leadership Development programs for the IIHF.
- d. Perform development and maintenance services for the IIHF online Development tools.
- e. Assist the IIHF with the analysis of IIHF Membership data and IIHF Championship data.
- f. Assist the IIHF with the creation and the evaluation of development plans for the IIHF Members.



- g. Organize and operate Development and High Performance Camps, which shall be held in Europe once a year in July for approx. 250 (150 players and 100 coaches/administrators) participants:
- (i) For the organization and operation of the Camps, the following shall be in place as a minimum:
 - Two ice rinks with locker rooms which are located close to each other.
 - Sleeping facilities which can accommodate approx. 100 players in the immediate vicinity of the ice rinks.
 - A hotel with conference rooms which can accommodate 150 coaches/administrators/staff in the immediate vicinity of the ice rinks.
 - A Restaurant with meals for all Camp participants and staff (breakfast, lunch and dinner).
 - Off-ice training facilities, in and outdoors, with the possibility for testing
 - (ii) For the organization and operation of the Camp, a sufficient number of qualified and experienced staff members shall be made available.
- h. Assist the IIHF with the preparation and the execution of IIHF Seminars.

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 infrastructure 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.
- 6.4 The tenderer must provide the details of all pricing for its services.
- 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):

- a. **Commercial** - competitive price, payment terms and contractual compliance.



- b. **Service Capability** - service delivery experience, service delivery capacity, footprint, service delivery method, infrastructure, quality and compliance with the expected service levels.
- c. **Level of Compliance with this Tender** - adherence to the aforesaid requirements and conditions of tender.