

Invitation to Tender

Notice to prospective bidders for the provision of Event Broadcaster Services and Equipment & official Video Partnership for the WFDF 2018 World Under 24 Ultimate Championships to be held at the UWA Sports Park, Perth Western Australia



Table of Contents

TENDER SUMMARY	3
Project Goals and Objectives	3
Purpose of this Invitation to Tender	3
Form of Tenders.....	3
Procurement Timetable	3
Tender Evaluation	3
ABOUT AFDA	3
Core Values	3
Spirit of the Game	4
Inclusion	4
Logos and Branding.....	4
THE EVENT.....	4
DETAILED REQUIREMENTS.....	4
General.....	5
NO AGREEMENT.....	5
COSTS	5
HEALTH & SAFETY	5
INSURANCE	5
ENVIRONMENT	5
OWNERSHIP	5
SCOPE OF WORK	5
Setup and Pack Down	6
SUPPLIER INFORMATION REQUIRED	6
General Information	6
Evidence of Capacity to Deliver Contract Requirements.....	6
Other	6
INSTRUCTIONS TO SUPPLIERS.....	6

TENDER SUMMARY

The Australian Flying Disc Association (AFDA) is the National sporting organisation for Flying Disc Sports in Australia. The AFDA is the appointed host for the World Flying Disc Federation (WFDF) 2018 World Under 24 Ultimate Championships and is responsible for awarding the broadcasting rights for event coverage from January 7th to January 13th 2018. In order to ensure AFDA remains at the forefront of sport event delivery, we are seeking to develop relationships with companies who can provide official event broadcasting services for the abovementioned international event.

Project Goals and Objectives

Our objectives and goals with this tender include:

- Development of a single source arrangement with a preferred supplier
- Provide consistent and reliable services at this major event for participants and spectators
- Facilitate the development and distribution of professional, high-quality content that is accurate and balanced

Purpose of this Invitation to Tender

The purpose of this document is to enable organisations that are capable and interested in providing broadcasting services at the WFDF 2018 World U24 Ultimate Championships (WU24) from January 7-13 inclusive the opportunity to tender in a structured process.

Form of Tenders

Tenders can be submitted by the due date listed via email and should address the key requirements outlined in this invitation to tender.

Procurement Timetable

The procurement process timeline is summarised below:

Event	Tender Open	Tender Closes	Partner Announced
WFDF 2018 World U24 Ultimate Championships	August 27, 2017	September 17, 2017	October 1, 2017

Please note that late tenders may not be accepted by the organisation. While the Association reserves the right to contact potential suppliers during the tender evaluation process, it is strongly recommended that all suppliers put forward their best offer as part of their submission.

Tender Evaluation

Tenders will be evaluated against the following criteria:

- Quality of proposed work
- Production and delivery timeliness
- Cost
- Flexibility of service
- Supplier track record or history in the industry

Please note that this is an open tender process and any company or individual may apply.

ABOUT AFDA

Core Values

With a history of continued success, the AFDA have had a long-standing reputation of punching above their weight. The key values of the Association embrace a whole of sport approach via the following strategies:

- **Serve:** Always deliver highest quality services to our participants, and evaluate
- **Scalable:** National programs and resources with continuous improvement
- **Youth Led:** Allow young athletes and administrators to self-govern and develop

- Teach Build: capabilities throughout the sport with high quality, low-cost learning channels
- Give Back: Build a cultural norm of new and veteran athletes giving back to the community
- Invest: Target spending where it drives real change, aligned with investment partners

In addition to these values we strive to lead by example in the following areas:

Spirit of the Game

A unique aspect of Ultimate is that it is “self-refereed”. New players learn to self-referee through ‘Spirit of the Game’, which emphasises knowledge of the rules, honesty, care, respect and fairness. Self-refereeing integrates personal and social development into aspects of the sport.

Inclusion

Through Spirit of the Game, Ultimate has an exceptional capacity for inclusive practices to be embedded into every layer of our sport. Self-refereeing puts respect for others and fair treatment at the very centre of our sport. We support gender equity through mixed-gender play from grassroots development through to international representation. We embrace participation regardless of ability, gender, sexual orientation, background or age. We are also committed to increasing opportunities for Indigenous people to participate through its partnership with the Indigenous Ultimate Association. The AFDA supports people with disabilities participating in Flying Disc Sports and will provide opportunities for disabled athletes and administrators.

As such official AFDA suppliers and partners should share common core values that can be promoted to the flying disc community groups and individuals throughout the country.

Logos and Branding

Event logos and supported graphic files must be approved by the event Tournament Director (AFDA) and WFDF.

THE EVENT

The WFDF World U24 Ultimate Championships is the premier championship event for the flying disc discipline of Ultimate for athletes aged 23 years and younger. The event is held every two years and is open to National teams from over 40 Countries. The event is taking place on the 7th-13th January 2018 in Perth, Western Australia. Divisions contested in Men’s, Women’s and Mixed. All games will take place at UWA Sports Park, McGillivray Road, Mt Claremont. For more information: www.wu24perth.com

A selection of preliminary matches during the week (7-12th January) and Finals on January 13th will be live-streamed to an online platform and available to view to a global audience for free.

DETAILED REQUIREMENTS

Please note that “best offer” tenders are requested.

Minimum services requirements to address in any proposal:

- Attendance on all days of the relevant event
- Unbiased coverage of game play
- Equal coverage for all divisions

Detailed information on the costings of all aspects of the service including:

- Availability for the event
- Hours of operation
- Services provided before, during and after the event
- Flexibility of service
- Full list of vendor requirements not costed in the proposal
- Timeframe for deliverables
- Fees associated

The AFDA will promote the broadcasting company, package and services for the event in all communication channels including event website, social media and verbal promotion.

Any form of a co-sponsorship or in-kind opportunity must be clearly outlined in all proposals.

General

NO AGREEMENT

No agreement will exist between AFDA, WFDF and you for all or any of WFDF's Scope of Work unless and until all applicable parties have signed a formal written agreement.

COSTS

You are responsible for all costs and expenses associated with involvement in this tender and whilst carrying out the Scope of Work.

HEALTH & SAFETY

The AFDA and WFDF places a strong emphasis on Health and Safety and it is expected that the successful bidder are actively committed to safe work practices.

WFDF events are smoke free.

INSURANCE

The successful bidder shall provide detail of the insurance and cover maintained.

ENVIRONMENT

WFDF is committed to environmental sustainability and minimising the ecological impact of our operations.

OWNERSHIP

Copyright of the footage will be owned by AFDA and WFDF

SCOPE OF WORK

Please price separately equipment for hire and personnel (excluding commentary personnel) required to perform the following functions. Please price on a per-field basis for up to 2 fields.

- Perform a multi-camera live-switched production, including sports graphics score board to suit ultimate.
- Live Stream to online platform at 720p resolution (minimum)
- Record main stream at archive quality, maximum resolution (1080p60).
- 4 channel replays (with the ability to export clips for editing)
- Program video monitor at commentary position (no audio)
- Audio Mixing console or similar

Full list of audio equipment to provide quality production including but not limited to:

- Commentator headsets and communications
- Shotgun mics with wind shields for audio, including clamps for scaffold mounting.
- 2 parabolic mics for 2 shotgun mics with windshield
- One wireless microphone for sideline reporter

- Game advisor audio setup. Wireless lapel mic and an IEM for talkback to commentators and for use in the program.
- Crew assignments; outlining the areas of concern for the required amount of personnel required

Setup and Pack Down

Equipment will need to be set and tested by our crew on January 5th and 6th January, 2018.

Pack down is required to be completed on 14th January 2018.

SUPPLIER INFORMATION REQUIRED

General Information

Please ensure that your offer includes your general business information including business name, address, ABN (or equivalent registered business identification number), quality assurance systems and other standard business information.

Evidence of Capacity to Deliver Contract Requirements

Please ensure that your offer includes a statement outlining your capacity and ability to deliver on the requirements including information on similar arrangements you have successfully delivered or examples of previous work.

Other

Please also include details of your standard terms and conditions if it is likely you will desire the Association to sign up to these as part of any agreement.

INSTRUCTIONS TO SUPPLIERS

Please provide one copy of your tender submission in writing either via email following address:

Email: to td@wu24perth.com

Please ensure your subject heading identifies the company submitting and the tender title.

Emails and mail must be received 6pm Eastern Standard Time (Australia) as per the procurement timeline to be noted as submitted on time.

Any questions in relation to the requirements or other opportunities that may be available can be made by contacting the World U24 Ultimate Championship Tournament Director via td@wu24perth.com