



# MAHARASHTRA CRICKET ASSOCIATION

(Affiliated to The Board of Control for Cricket in India 10-1-37),  
(Registered Under Societies Reg. Act, 1860) (Maharashtra 565/Pune),  
(Registered Under Bombay Public Trust Act, 1950 Reg. No. F-1042/Pune).

**GSTIN** 27AAATM2192D1ZS

**Contact** 020-2995 3586 | 020-2995 3587

**Email** cricketmaharashtra@yahoo.com

**Hon. President**  
ROHIT PAWAR

**Hon. Vice-President**  
KIRAN SAMANT

**Hon. Secretary**  
ADV. KAMLESH PISAL

**Hon. Jt. Secretary**  
SANTOSH BOBDE

**Hon. Treasurer**  
SANJAY BAJAJ

Date : 20.09.2024

## **REQUEST FOR PROPOSAL- EVENT MANAGEMENT SERVICES**

### **1. Invitation**

Maharashtra Cricket Association (hereinafter referred to as "MCA") invites proposals in sealed envelopes from Event Management Agencies and Sports Management Agencies for the event management services for **India Vs New Zealand Test Match** to be held on **24<sup>th</sup> – 28<sup>th</sup> October 2024 & India Vs England T-20 match** on **31<sup>st</sup> January 2025** to be played at **MCA International Stadium, Gahunje, Pune.**

### **2. Scope of Work**

The broad Scope of Work for conducting matches hosted by MCA encompasses various functions, each with a specific set of activities. The scope provided is indicative and may be subject to additions or reductions, based on the type of matches and requirements set by the parent organization **ICC/BCCI.**

The key functions shall include:

- A. Accreditation**
- B. All Statutory Permissions and Licenses**
- C. Beverages/Pouring**
- D. Branding and Signage's**
- E. Broadcast Coordination**
- F. Catering**
- G. Concessionaries**
- H. Cricket Operations**
- I. Hospitality Management**
- J. Housekeeping**
- K. Marketing and Promotion**
- L. Match Day Operations**
- M. Medical Management**
- N. Media Management**
- O. Parking**
- P. Security**
- Q. Stadium Facilities Management**
- R. Ticketing Coordination**
- S. Transport**
- T. Venue Electricals**
- U. Venue Infrastructure**



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## 3. Eligibility Criteria

- The bidder must be validly incorporated under the **Companies Act, 2013, Partnership Act, 1932, or Limited Liability Partnership Act, 2008**, as amended from time to time.
- The bidder must have been in continuous operation in India for at least **five years** under the same name.
- **Joint Ventures or Consortiums** formed solely for meeting the criteria shall not be considered.
- The bidder must have experience in organizing at least one cricket event or league for the **ICC, BCCI, IPL** or any **State Cricket Association**, with a minimum single billing event value of **INR 1,50,00,000/-** plus taxes. Supporting documents must be provided.
- The bidder must demonstrate relevant work experience by having executed at least **3 Matches** under the aegis of **BCCI** or **ICC** in the last three financial years. Supporting documents must be provided.
- Only agencies that meet all the qualifying criteria will be considered for the bid.
- Emphasis will also be given to the concepts & creative designs presented for creating a memorable spectator experience.

## 4. Proposal Submission Process

- Applicants should submit Technical Bid & Financial Bid with relevant documents in 2 separate sealed envelopes. These 2 sealed envelopes will then be put in a single sealed envelope addressed to the Hon. Secretary, Maharashtra Cricket Association, Pune.
- Only those Agencies that qualify in the Technical Bid, will be considered for the Financial Bid.
- The proposal should be accompanied by below mentioned documents.
- It is in the interest of applicant that they may inspect the proposed premises before submitting the bid. Necessary details / clarification if any can be obtained from Maharashtra Cricket Association's Office.
- **The Financial Bid should be detailed with above mentioned key deliverables/functions specifying the cost corresponding to it.**

## 5. Proposal Submission Details:

Proposal shall be submitted on or before **27<sup>th</sup> September 2024 by 5:00 PM** in MCA office located at Block-D, 1, Modibaug, Narveer Tanaji Wadi, Shivajinagar, Pune – 411005

## 6. Documentation:

The following documents must be submitted as part of the bid:



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- Applicants **work profile presentation/credentials**.
- Scanned copy of Certificate of Incorporation/Registration Certificate/Articles and Memorandum of Association/Partnership Deed/LLP Agreement/Commencement of Business Certificate of the bidding entity.
- Scanned copy of **PAN Card, TAN No, and GST Registration**.
- Signed and scanned copy of a Certificate from a Company/Firm Auditor or Chartered Accountant confirming the bidder's compliance with all statutory laws/rules/regulations, including the submission of Income Tax returns.
- Scanned copy of **Income Tax Returns** for the last **three years FY's**.
- List of Cricketing events produced/managed in last 3 years with Work Order/Tax invoices.

**Note:** Maharashtra Cricket Association reserves its right to accept or reject any of the offers or cancel all offers and also modify conditions or effect any other change in items, terms and conditions.

**For Maharashtra Cricket Association,**

**Adv. Kamlesh Pisal,**  
**Hon. Secretary**

