



# **BALIYO NEPAL NUTRITION INITIATIVE**

## **SANEPa – 2, LALITPUR**

### **REQUEST FOR PROPOSAL (RFP)**

**ALL BIDDERS ARE REQUESTED TO READ THIS RFP AND TO THE INSTRUCTIONS AND REQUIREMENTS.**

#### **SECTION 1: INTRODUCTION**

Inspired by the belief 'access to right nutrition will enable next generation to realize their dreams', Baliyo Nepal Nutrition Initiative (BNNI) aims to marshal all forces: government, private sector, international and non-governmental organizations, civil society and the people of Nepal to end malnutrition by increasing awareness among general public. To create wider public awareness on importance of nutrition for all ages, specifically focusing on maternal, child and adolescent nutrition; and enhance branding and visibility of nutrition awareness along with cricket development. For different nutrition activities focusing on importance of nutrition for all ages, specifically focusing on maternal, child and adolescent nutrition. Baliyo Nepal Nutrition Initiative have a vision of winning the Cricket World Cup of 2039, to achieve this vision BNNI has started to promote grass root cricket with nutrition awareness. BNNI had conducted Baliyo Nepal Cup in Lumbini province in 2021 and with a motive to continue the promotion of Grass Root Cricket BNNI is planning to conduct Baliyo Nepal Cup 2022.

Baliyo Nepal Cup aims to create wider awareness on students, parents, teachers, media, local people and governments on the importance of nutrition for the social, economic and human development.

#### **SECTION 2: ELIGIBILITY OF BIDDERS**

This RFP is open to Event Management Company/Firms legally registered under the law of Nepal Government entities that are deemed capable of implementing the scope of work, with a solid record of integrity and business ethics, and that meet the eligibility requirements stated in this Section.

Bidders that submit proposals in response to this RFP must meet the following requirements:

1. The bidding company should be registered under the ACT of Company registrar and practice accounting under VAT.
2. The bidding Company should have a minimum experience of 3 years in field of sports preferably cricket event management.
3. The Bidding company should have organized a National Level Cricket tournament recognized by National Sports Council (NSC) and International Cricket Council (ICC).
4. The Bidding company should have an experience and motive to decentralize the cricketing activities in Nepal and should have the experience of organizing a cricket event outside Kathmandu Valley.
5. The Bidding company should have constituted its team member with an experience of more than 6 years in the field of Nepali Cricket.
6. The bidding company should have the capacity to bring national/international players and coaches on the management board during the tournament.



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7. The bidding company should have consistently worked on promoting age level cricket and should have organized an age level cricket tournament.
8. The bidding company should have consistently worked on promoting women's cricket in Nepal.
9. The bidding company shall submit a company profile, team member profile during the submission of the tender.

### **SECTION 3: SCOPE OF WORK**

BNNI will evaluate all proposals received in response to this RFP in accordance with the set evaluation criteria by BNNI.

#### **PROGRAM BACKGROUND**

With a vision of winning the 2039 Worldcup BNNI had started its work in integrating nutrition in sports via supporting grassroots cricket development. BNNI believes that Nutrition plays a major role in any sport. To Achieve the vision BNNI started BALIYO NEPAL CUP 2021 with a motive to promote nutrition in the game of cricket.

BNNI is eager to conduct Baliyo Nepal Cup 2022 including 5 provinces of Nepal ( i.e Province 1, Province 2, Bagmati Province, Gandaki Province, and Lumbini Province). In this matter, BNNI Seeks for Proposal for the BALIYO NEPAL CUP 2022 with the motive of promoting Grass root cricket in the respective provinces.

#### **SCOPE OF WORK, KEY OBJECTIVES AND ACTIVITIES**

##### **YOUNG TALENT DEVELOPMENT PROGRAM**

The program aims to highlight the importance of nutrition in sports and increase awareness in general public on its benefits via Baliyo Nepal Cup 2022, an inter-Province cricket tournament. The bidding company must submit the modality of formation of Province level teams, planning and implementation of Baliyo Nepal Cup, ways to promote nutrition in cricket, branding and marketing and promotion of Baliyo Nepal Cup and media campaigns for the same.

##### **DELIVERABLES**

1. Formation of Province Level Teams
2. Organizing all aspects of Baliyo Nepal Cup
3. Production of contents for promotion via communication channels
4. Report Submission

### **SECTION 4: PROPOSAL INSTRUCTIONS**

The Bidder's proposal will consist of two separate documents:

#### **Part 1 - Technical Offer**

#### **Part 2 – Financial Offer**

The Technical Offer and the Financial Offer (altogether "proposal") must be submitted separately and the ratio of evaluation will be 70:30 for technical and financial proposal respectively.

Proposals that are incomplete or do not address these criteria may not be considered in the review process. Both the Technical Offer and Financial Offer must be submitted with a **Cover Letter** which



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must include the following information and must be signed and stamped by an authorized representative of the Bidder organization:

- ❖ Date of proposal submission
- ❖ Company profile including detail brief of events organized and CV of team members
- ❖ VAT/PAN registration Number
- ❖ Copy of registration and renewal of the Company
- ❖ Copy of tax clearance certificate
- ❖ Copy of latest audit report
- ❖ List of recognition, if any

**PART 1: TECHNICAL OFFER:** The Technical Offer should include the following:

**1) Bidder past performance record/relevant experience– {2} pages maximum**

Information related to Bidder's past performance/prior experience in conducting work in the country/region similar in nature and volume to the services requested (brief description, deliverables, date, client etc.).

**2) Technical approach – {3-5} pages maximum**

The technical approach must describe the proposed approach to achieving the program objectives and must address the following:

- ✓ A brief description of the Bidder's understanding of the objectives and scope of work for the consultancy.
- ✓ An overview as to how the Bidder would propose to complete the requested services indicated in this RFP.

**3) Team Structure requirements – {2-3} pages maximum, excluding CVs**

- a) Team structure: Bidders must describe the structure of the team that will deliver against the objectives and scope of work described in this RFP. Team structures must identify the Team Leader or In charge of the project and other team members and the roles and responsibilities that each will have over the duration of the consultancy.
- b) A current CV for the proposed personnel with the most recent experience and summarizing relevant experience and qualifications.

**PART 2: FINANCIAL OFFER:** As part of the Financial Offer, Bidders must include a detailed budget, submitted in **Microsoft Excel**.

Bidders are required to include and clearly mention all costs in detail necessary to complete the work called for hereunder.

The Financial Offer template can be found as an Annex where applicable.

**A full proposal submission will include the following documents:**

- ✓ **Cover Letter**
- ✓ **Technical Offer**
- ✓ **Financial Offer**



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### **SECTION 5: DEADLINE FOR SUBMISSION OF PROPOSAL**

**Deadline for the submission of Proposal: January 20, 2022**

All required documents should be submitted in a sealed envelope marked “**PROPOSAL FOR YOUNG TALENT DEVELOPMENT PROGRAM**” should be sent to the following address:

**PROCUREMENT DEPARTMENT**  
**BALIYO NEPAL NUTRITION INITIATIVE**  
Sanipa – 2, Lalitpur  
Tel: (01) 5444150

Alternatively, the password protected proposal can be submitted via email at [procurement@baliyonepal.com](mailto:procurement@baliyonepal.com).

### **SECTION 6: CONTACT DETAILS**

If you have any queries, please contact us at [procurement@baliyonepal.com](mailto:procurement@baliyonepal.com)

#### **NOTE:**

1. PROPOSAL RECEIVED AFTER THE DEADLINE WILL NOT BE CONSIDERED
2. QUERIES VIA TELEPHONE CALLS WILL NOT BE ENTERTAINED