

Tender 2026-27/004



TENDER

Tender No.	2026 -27/004
Description	Tender for event management services for upcoming Asian Senior Fencing Championship
Bid Date	05 May 2026

1. Introduction

The Fencing Association of India (FAI) invites sealed quotations from reputed and experienced Event management service providers for the provision of event services during the **Asian Senior Fencing Championship 2026** which is going to be in New Delhi.

2. Scope of Work

S No.	Particulars	Specifications	Unit	Area	QTY	Day	Size
1	Gates	At the Outside Hall Entrance			2		
2	Gates	At the other Inside Entrances			5		
3	Help Desk + Registration				2		
4	Male Manpower (help desk + registration)				12	8	
5	Female Manpower (Hostesses)				4	8	
6	Fencing Piste	To be given by fencing association	sqft	420	33	1	60'x7'
7	Ramp for Fencing	To be given by fencing association	Sq ft	160	66		10' x 8'
8	Seating Platform		sqft	288	2	1	36'x8'x4''
9	Main Stage			432	1		36'x12'x2.5'
10	Skirting	Three sides		150	1		60'x2.5'
11	Steps - Sides			1	2		
12	Led Backdrop	with 1 day setup	sqft	384	2	9	32'x12'
13	Back Led Riser with masking		sqft	128	1	1	32'x4'x2.5'
14	Venue Sound - Hall 2			1	1	8	
15	Venue Sound - Hall 3			1	1	8	
16	VIP Lounge		sqmt	80	1		10mt x 8mt
17	TO Lounge		sqmt	50	1		10mt x 5mt
18	Management Room		sqmt	80	1		5mt x 5mt
19	Media Room		sqmt	80	1		10mt x 8mt
20	Weapons Control Room		sqmt	50	1		10mt x 5mt
21	Call Rooms		sqmt	50	1		10mt x 5mt
22	Nada Room		sqmt	9	1		3mt x 3mt
23	DT Room/IT Room (Technical Delegates)		sqmt	9	1		3mt x 3mt
24	Green Rooms		sqmt	80	4		10mt x 8mt

25	Food court		sqmt	9	6		3mt x 3mt
26	Sponsors Area				1		
27	Dough out				2		
28	International players waiting area				1		
29	General Seating area	with Steps platforming		6720	1		240'x28'
30	Victory Stand	set of 3	Set		1		
31	Octonorm Panel	Installation of the Octonorm panel Partitions with prefabricated aluminium sections with laminated panels. Sizes: Size of 1 module: height - 2.5m, width- 1m.	Rmtr	700			
32	Carpets	Carpet 3mm with Laying and Installation 3m / 2m width - each roll	Sq mtr	12000			
33	Executive Table	Elegant design and material used as MDF & Particle Board, walnut brown in colour with lockable drawer	Nos.	20			
34	Table	Aluminium system with Laminated Ply Top and 3mm White Sheets, Size: 1m x 0.5m x 2.5 ft high.	Nos.	100			
35	Executive chairs	Executive Chair with Large backrest, leatherette seat, Comfortable armrests & freely moving castors	Nos.		50		
36	Metal Chair with cushion	Chair with Leatherette Upholstery with Back Support and Side Arms.	Nos.		600	8	
37	Plastic chairs	Plastic chairs with arm support	Nos.		500	8	
38	Sofa Two Seaters	Sofa with stainless steel framing & comfortable leatherette seating	Nos.		20	8	2 seater
39	Sofa Single seater	Sofa with stainless steel framing & comfortable leather seating	Nos.		10	8	1 seater
40	Coffee Tables	Wooden Polished / Glass Centre table	Nos.		12	8	
41	Lockable Almirahs	4'-6' ht	Nos.		10	8	
42	White Boards	White Board With Stand	Nos.		10		4' X 2'
43	Cooler Box	50 Ltr Capacity	Nos.		10		
44	Walkie-Talkie	Walkie-Talkies ranging up to 500m. Brand like Motorola/ Yashica or equivalent.	Nos.		40	8	
45	Pedestal Fans	Standing/ Mobile Fans - Sweep 40 cm (400 mm), with base.	Nos.		50	8	
46	Fire Extinguishers	Multipurpose Uses ABC Type fire extinguisher 2 Kg	Nos.		40	8	
47	Bins	Plastic/Metal bins with garbage bags (Wet & dry bins to be labelled separately)	Nos.		50	8	
48	Cloth Masking	Cloth Masking: Black or white colour cloth to cover	Rft				
49	Mojo Barricading	High MS Structure with interlocking system. (Temporary barriers used to control the flow of people and prevent access to restricted areas.	Rft	1000			4' Height
50	Queue Manager	Set of Two Pieces Stainless Steel-Retractable Belt Stanchions	Nos.		100		
51	Camera Platform	Platform made in metal frame with 1-inch, 1.5-inch, and 2-inch pipes and shape of rectangular with 19mm ply on top.	Sqft		6		
52	Sports Lighting	Asymmetrical White Beam lights	Nos.		50	8	800 watt
			Nos.		35	8	1000 watt
53	Metal Lights	100-watt metal lights for illuminating large spaces, whether indoors or outdoors.	Nos.		50	8	100 Watt
		200-watt metal lights for illuminating large spaces, whether indoors or outdoors.	Nos.		30	8	200 Watt

54	Spot Lights	A strong, focused light to throw a particular spot, as on a particular small area for highlighting some object, person, or group	Nos.		6	8	
55	Emergency Lights	A battery-backed lighting device which switches on automatically at the time of lighting circuit fails.	Nos.		1	8	
56	Extension cords	An extension cord/extension cable/power extender or an extension lead with flexible electrical power cable with a plug on one end and one or more sockets on the other end.	Nos.		1	1	
57	Wire Manager	Material: NR/SBR Rubber • Hardness: 80 ShA • Density: 1.9 g/cm ³ Wire managers to bear the load of heavy vehicular and pedestrian traffic with a high-visibility, anti-slip yellow cover	Nos.		50	1	Length : 1m
58	LEDs		Sq ft	20'x12'	2	8	240
	LEDs		Sq ft	16'x9'	4	8	144
59	LED Par		Nos.		60	8	
60	Follow focus		Nos.		2	8	
61	Sharpys		Nos.		16	8	
62	Pointy	A Point Light is located at a point in space and sends light out in all directions equally.	Nos.		10	8	
63	Blinders		Nos.		8	8	
64	Trussing for Lights	400mm to 1000mm with Base Plate/ support legs. Black Cloth masking to be done for truss and cables to be hidden.	Rft	100	2000	8	
65	CCTV Camera		Nos.		50	8	
66	T - Truss	This Truss for décor lights	Nos.		6	8	
67	Camera - still				4	8	
68	Videographer				8	8	
69	Switcher with person				2	8	
70	Genset -	with power distribution			8	8	
71	House Keeping				1	8	
72	Ambulance				1	8	
73	Fire Tender				1	8	
74	Branding		Sqft	10000			
75	Vinyl Branding		Sqft	10000			
76	Misc	for unforeseen expenses					
79	Chairs				500	8	
80	Standing Table				100	8	
80	Country Flags		1	nos	50	1	
81	Licence & Permission						
82	Console			-	1	1	
83	Black cloth for Roof truss & Overall	Including truss, Run outs, Camera Hiding, Camera Riser, Event Console with Black Mesh		-	1	1	
84	Speaker Podium			-	1	2	
85	Furniture for guest	Wooden arm chairs/Sofa			6	2	
86	Coffee table				8	2	

87	Fire Marshals			2		8	
88	Sound	for OC & CC					
	Professional Sound System	D&B V Series Sound System Complete With Speakers, Stage Monitors, 04 No's of base bins, AVI With Amplifiers & Software Calibration for Acoustic, subject to finalisation of Entertainment	1	1	1	1	
	Lapel Mics	Shure SLXD	1	1	4	2	
	Handset Cordless Mics	Shure SLXD	1	1	8	2	
	Podium Mic - Pair of 1	for podium	1	1	4	2	
	Headset Mics	Sennheiser, Countryman E6	1	1	4	2	
	Di Box	Zoom	1	1	2	2	
	Yamaha/Sound craft Digital Mixer	D VENU S6L 24 C Digital Mixer	1	1	1	2	
	CD Player	Pioneer	1	1	1	2	
	Pioneer DJ Controller	Pioneer CDJ	1	1	1	2	
	Necessary Cables and Technicians		1	1	1	2	
	Clear Com		1	1	4	2	
89	Lights	for OC & CC					
	Warm LED PAR		1	1	30	2	
	LED par		1	1	30	2	
	Sharpee/Moving Head		1	1	15	2	
	LED Wash Moving Head	Queue Manager	1	1	15	2	
	Malfoys/Blinders (LED) 2way rgb		1	1	8	2	
	Led Batten		1	1	8	2	
	Profile Light		1	1	10	2	
	Haze Machines		1	1	2	2	
	Digital Light Mixer		1	1	1	2	
	Necessary Cables and Technicians		1	1	1	2	
90	Trussing	for OC & CC	1	1		2	
91	AV	for OC & CC					
	Plasma	65inch for engine and battery	1	1	2	2	
	Server Machine for All Area	Watchout/ Resolume	1	1	1	2	
	Switcher	4K Switcher With DVI & SDI Inputs	1	1	2	2	
	Laptops	Minimum i5 and original windows and Office	1	1	2	2	
	HDMI Video Splitter		1	1	2	2	
	HDMI Cable	5mtr, 10mtr, 25mtr	1	1	2	2	
92	VIDEOGRAPHY & STILL						
	HD Multi Camera Setup Complete With 04 No's of Camera's	Video Mixer With Editing Professional Crew Members		1	1	2	

	Still Photography		1	3	2	
93	Emcee	for OC & CC	1		2	
94	Cultural Programme	for OC & CC	1		2	
Total Amount (INR)						

3. General Terms & Conditions

- All materials must meet international fencing standards
- Agency must ensure timely completion
- Any damages to venue will be responsibility of agency
- FAI reserves the right to accept/reject any tender without assigning reason

4. Duration of Contract

16th June 2026 to 25th June 2026

5. Eligibility Criteria

Bidders must meet the following requirements:

- Minimum **5 years of experience** in sports event management
- Experience in **international/national level championships** preferred
- Valid GST registration and PAN
- Strong technical and manpower capability

6. Submission Details

Mode of Submission: Email or Hard Copy

Email: info@fencingindia.org

Postal Address:

Secretary-General
Fencing Association of India
7/2, Basement, Sarvpriya Vihar
Hauz Khas, New Delhi – 110016

Last Date of Submission: 21st May 2026

Opening of Bids: 23rd May 2026, 5:00 PM onwards

Note: If the FAI office remains closed on the last date, submissions will be accepted on the next working day.

7. Method of Selection

Selection will be based on **Quality and Cost Based Selection (QCBS)** methodology.

8. Payment Terms

- Payment shall be released after successful completion of services
- Submission of detailed invoices with records is mandatory

9. Documents Required

- Company Profile
- GST Registration Certificate
- Fleet Details
- Previous Work Experience

10. Terms and Conditions

- FAI reserves the right to accept or reject any bid without assigning any reason
- Rates must remain valid for the entire contract period
- No hidden charges shall be entertained
- Penalties may be imposed for delays or service deficiencies



Rajeev Mehta
Secretary General
Fencing Association of India