

FORM FOR BIDDING FOR NATIONAL/INTERNATIONAL EVENTS

(Put a Tick mark in the appropriate box)

EFI Membership No _____

1. Name & Address of the Organizing Committee (OC) _____

2. Discipline Show Jumping Eventing Dressage Tent Pegging Endurance

3. Level

Regional Event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
JNEC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
National	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
International	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Venue

5. Date From To

6. Corpus Money Rs _____

By Cash Receipt _____
 By DD DD No. _____
 By Cheque Cheque No. _____
 By NEFT/ Ref No. _____
 RTGS

7. Contact Person Name _____ Appointment _____

Email ID _____ Mob/Tele No _____

8. I/we accept the Terms and Conditions attached at Appendix

9. We have the following infrastructure to conduct the show (as per discipline being held) at the location.

(a) Competitions/Stable Facility

Yes No NA

(i). Eventing- sufficient area for laying cross country course, good going for the cross country course with warm up area, cooling area and other protocols as per FEI guidelines.

- | | | | | |
|---------|---|--------------------------|--------------------------|--------------------------|
| (ii). | Availability of Horse inspection area with firm, non slippery surface | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (iii). | Availability of cross country practice area with fixed obstacles in area different from cross country area. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (iv). | Main Dressage Arena and practice dressage arena with same footing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (v). | Availability of warm up area, cooling area, vet examination area and other protocols as per FEI guidelines for cross country phase. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi). | Eventing- sufficient area for laying cross country course, with Approx 5 km track with good going for the course with warm up area, cooling area and other protocols as per FEI guidelines. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (vii) | Show Jumping arena with soft footing min 60x90m. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (viii) | Show Jumping Practice Arena 60x40m with same footing as main arena | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (ix) | Jumping Set/Practice Jump, with safety cups as per FEI specification. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (x) | Tent Pegging Area Min length of open ground 150m | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xi) | Tent Pegging equipment to conduct Tent Pegging. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xii) | Electronic Timers. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xiii) | Main & Practice Dressage Arena with same footing in both the arenas with markers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xiv) | Space for Endurance minimum circuit of 40 km. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xv) | Stabling Location for Camp @ 4x3 mtr per horse minimum. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xvi) | Clean dry stables for horses. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xvii) | Watering and Sanitation Facilities for men and Animals. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xviii) | Lighting and Security for Camp and Grounds. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (xv) | Availability of Farrier. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

(xix)	Availability of Animal feed/fodder at the camp site on payment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(xx)	Messing facilities for supporting staff like Ferrier, Groom, Dresser etc available on payment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b)	<u>Administrative Facility</u>	Yes	No	NA
(i)	Facilities for camp office and camp in – charge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii)	Unloading and loading facility of horses at the Camp Site.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iii)	Show office facilities including Clerks with computers and printers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iv)	Supporting Staff for duties who are assisting you in the Show, PA equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(v)	Reception Committee and phone number available for contact by participants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(vi)	Availability for staff for layout out of Show Jumping course and Tent Pegging tracks (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(vii)	Sufficient Fence Judges for cross country in Eventing (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(viii)	Dressage writers available (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ix)	Accommodation available and location for participants at Hotels and room available including local hostels etc and local transportation facility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(x)	Accommodation for officials, EFI Rep and secretariat Staff including transportation that will be provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(xi)	Provision of adequate veterinary cover including facility for hospitalization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c)	<u>Administrative Facilities at Show Ground:</u>	Yes	No	NA
(i)	Seating arrangements for spectators, Press, VIP and participants.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii)	Catering facility, food & soft drink stalls.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iii)	Drinking water facility for participants, spectators.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iv)	Drinking water facility for horses at Show ground.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- (v) Toilet facilities at the Show ground.
- (vi) Parking area & Traffic Control at the Show ground.
- (vii) Provision of PA system at the Show ground.
- (viii) Watering system for watering the grounds.
- (ix) 02 x Ambulance with Doctors.
- (x) Marshals for practice arena and camp.
- (xi) Notice Boards at ground/camp and show office.
- (xii) Horse Ambulance in case of casualties

(d) RENT CHARGEABLE FOR STABLING.

(i) It will be at the discretion of the participant to choose stabling facility as given below:-

If the OC provides an area wherein the participants will built their own temp shed, charges levied will be max Rs 500/- per horse to take care of electricity, water and cleaning charges thereof.

OR

If the OC provides a temp stable constructed by them for duration of a event or a permanent stable, the charges levied will be max Rs 2500/- per horse.

(ii) The OC will ensure at all times the safety and security of the camp to avoid any mishap.

10. Undertaking:-

(a) I / we undertake to organise the National/International Event as per EFI/FEI/ITPF Rules, terms and conditions stipulated therein.

(b) I / We understand that should the event not conform to the stipulations, I/We will be debarred from holding any event, upto two years.

(c) I / We agree to indemnify the EFI or their Tech/Vet Official, representative detailed for the show in any way responsible for untoward incident that may happen and to save harm of any claim against them.

Signature of the Organizer/Show Secretary

Name :

Designation :

TERMS AND CONDITIONS FOR EVENT ALLOTMENT

1. All events being conducted under the aegis of EFI are categorized as “EFI events” for which an OC can bid to offer their facilities to EFI wherein the infrastructure and requisite administrative support for conduct of event will be mandatorily provided by the OC. The EFI reserves the right to cancel or relocate the event with or without reasons.

2. The EFI expects all institutional/ club/unit members requesting for hosting an event to keep in mind that the WELFARE OF THE HORSE MUST BE PARAMOUNT and must never be subordinated to competitive and commercial influences.

(a) Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.

(b) Every effort must be made to ensure that the horses receive proper attention before, during and after the competitions. This covers proper veterinary care, competition injuries and treatment.

(c) It is therefore important that the people involving in organizing the events must go through all requirements for the competition, keeping in view the technical guidelines and accordingly prepare for the show.

(d) The OC will adhere to FEI code of conduct on welfare of horses.

3. A corpus money of following amounts mentioned against the type of event including trials is to be deposited along with the bid (Bid without 100% corpus money will not be considered for event allotment):-

(a)	Regional Event	-	Rs 2 Lac (Non Refundable)
(b)	NEC of any discipline	-	Rs 1 Lac (Refundable)
(c)	JNEC	-	Rs 2 Lac (Refundable)
(d)	International Event	-	Rs 2 Lac (Non Refundable)
(e)	FEI World Challenge (i) Dressage	-	Rs 50000/- (Refundable)
	(ii) Show Jumping	-	Rs 1 Lac (Refundable)
(f)	FEI Jumping Children’s Classics	-	Rs 50000/- (Refundable)

4. All entry fees for events mentioned at Para 2 above alongwith entry forms will be forwarded to this Federation in original within 7 days of completion of the show. The rates of entry will be as given below:-

		Normal Fees	Late Fees
(a)	Indl Entry	- Rs 500/-	Rs 1000/-
(b)	Team Entry	- Rs 1000/-	Rs 2000/-

5. A Technical Evaluator (TE) at the discretion of EFI may be detailed to carry tech evaluation of the venue prior to the event. In case the OC fails to meet the tech and adm requirements for conduct of the event, the TE is auth to recommend cancellation of the bid to EFI and thereafter this NF’s decision will be final and binding on all parties.

6. OC will ensure that all riders and horses participating in the horse show, are registered with the EFI and holding valid EFI Rider ID/EFI Horse Passport as applicable. A list of riders/horses who have not got the same renewed is available on the EFI website to be checked by the OC and entries accepted accordingly.

7. It is the responsibility of the OC to check the horses are entered in the correct grade only. Latest grading list will be obtained from EFI office two week prior to commencement of the event.

8. OC will ensure use of safety cups and electronic timers for all events.

9. The OC will also ensure that the EFI flag, medals, rosettes, timer, safety cups, EFI Show Jumping Set as per their requirement are collected from the EFI secretariat 2 weeks prior to commencement of National events. The flag and surplus medals/rosettes will be returned to Federation office within 4 days on completion of the show.

10. OC will be responsible for publicity of the event in consultation with EFI's PR Agencies and Secy Gen by releasing Media briefs for electronic and print media which shall be forwarded to this NF within 24 hrs of same appearing in respective medium as mentioned below:-

- (a) Local dailies
- (b) National dailies
- (c) National Journals
- (d) Social Media's like Facebook, Twitters etc.

11. (a) The OC shall forward each day the following to facilitate EFI's PR Agency to provide publicity:-

- (i) 2-3 High resolution photos of event with name of Rider and astride participating in the event.
- (ii) 2-3 High resolution photos of all medal winners with officials alongwith their names.
- (iii) Any other information required by EFI for publicity through its PR Agency like video clips etc.

(b) The OC will ensure that soft copy of manuscript results duly signed by jury alongwith result in excel sheet and photograph of each category of event incl photograph of winners to be emailed within 24 hours of completion of each category of event.

12. **Live Telecast**

(a) The OC shall provide requisite support in all facets to 1PlaySportsIndia for live telecast of events. The events to be live telecasted shall be done at the directions of EFI.

(b) The OC shall provide an MC for said purposes

13. The OC will appoint a person as a contact person to interact with the Federation on all issues connected with the Show. It is recommended that the contact person be also the Show Secretary and is available with the Organizing Centre one month prior to the Show and till completion of events. The directions issued by the EFI will be complied with by OC and show secretary failing which strict disciplinary action will be initiated.

- 14 Original result sheets duly signed by the jury alongwith photograph of complete event in a CD and other supporting documents for all events will be dispatched to the Federation office within 4 days of completion of show.
- 15 Veterinary facilities must be made available 24 hours in the camp, during the conduct of events at the show ground and is provided as per FEI/EFI guidelines.
- 16 First Aid and 2 x Ambulance with Doctor must be available during the conduct of events and for the duration of competition at the camp site
- 17 OC will ensure to place a stall of EFI souvenirs near the show ground/spectators stand for easy access of interested persons for complete duration of the event.
18. The Ground Jury, Technical Delegate, Course Designer & Veterinary Commission for all National and International events will be detailed by the EFI. The EFI in consultation with PGJ shall take decisions related to tech/Adm conduct of the event which shall be mandatorily followed by all athletes/coaches/stakeholders/OC etc.
- 19 The Federation will bear the expenditure of official detailed by this NSF as per details given below:-
- (a) The travel expenses to and fro (as applicable), boarding, lodging & local transport for the TE who is detailed by EFI for technical evaluation of the show will be borne by the federation (as per para 4 above).
 - (b) Airfare (to & from), local transport, boarding & lodging for all FEI/EFI officials including EFI Rep and Foreign Judges if required, for the show.
 - (c) The EFI will provide remuneration to all National level and above civilian/Retd officials @ Rs 2500/- per day for the duration detailed/utilized for conduct of EFI/FEI events and will be paid on the culmination of the event.
 - (d) For all Regional Events, the OC shall obtain approval of EFI prior to their detailment for the event and their expenditure will be undertaken by the OC.
- 20 The OC will conduct all Tent Pegging disciplines as per EFI /ITPF rules.
21. The Bid Evaluation Committee will scrutinize all bids received and recommend allotment of events to the organizer. The decision of the EFI will be final and this NF reserves the right to reject a bid with or without reasons. In such cases, the advance of the corpus money may be refunded.
- 22 In case of any coaching camp is required to be conducted prior to the Show, the OC will make all arrangements for it as directed by EFI. Instruction for same will be issued separately by EFI.

Sponsorship Policy

23. (a) The OC shall abide by EFI sponsorship policy in totality and without representation. The EFI reserves exclusive rights to raise funds through sponsorship/donations/ Corporate Social Responsibility (CSR) for conduct of events under its name wherein an OC through existing Bid procedure may be permitted to conduct an event on behalf of EFI at any of their venues. The OC shall mandatorily provide all support to the EFI's sponsorer during conduct of the event to provide publicity as required by EFI .
- (b) The OC can generate own sponsorships which shall be done with prior approval of EFI without any legal obligation for EFI. The OC in this case needs to declare the amount received and planned expenditure for which approval of EFI is required. All inhouse venue partner's sponsorer shall not be provided any placement for publicity in line with EFI's sponsorer but through OC's placements only subject to approval of EFI.
- 24 In case of any dispute/ clarity, the OC will only approach the Secy Gen and the decision given by EFI will be final and binding.

Date :

Signature of the Organizer/Show Secretary

Place :

Name :

Designation :

