

## **Request for Proposal (RFP)**

### **National Tapeball Tournament**

**Issued by:** Cricket Board of Maldives

**Date:** 15 January 2025

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#### **1. Introduction**

The Cricket Board of Maldives (CBM) **invites proposals from qualified organizations or individuals based in the Maldives** to organize and manage the National Tapeball Tournament. This tournament is a flagship event aimed at popularizing cricket across the Maldives, fostering community participation, and bringing more players into cricket.

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

The selected contractor will be responsible for:

##### 2.1 Event Planning and Management:

- Develop a detailed project plan, including timelines, budgets, and logistics.
- Coordinate with CBM for approvals and inputs.

##### 2.3 Team Registration and Coordination:

- Facilitate registration processes for teams.
- Provide support and guidance to participating teams.

##### 2.4 Match Scheduling and Officiating:

- Develop match fixtures and schedules.
- Appoint and manage qualified match officials.

##### 2.5 Marketing and Promotions:

- Design and execute marketing campaigns to generate excitement around the tournament.

- Engage media partners for event coverage.

#### 2.6 Sponsorship and Partnerships:

- Identify and secure sponsorship opportunities.
- Collaborate with sponsors and partners to enhance the tournament's success.

#### 2.7 Financial Payment for Hosting Rights:

- Propose a financial payment to CBM as part of hosting rights.

#### 2.8 Post-Event Reporting:

- Submit a detailed report on the event's execution, including participation data, financials, and recommendations for future events.

### **3. Proposal Requirements**

Proposals must include the following:

#### 3.1 Organization Profile:

- Overview of the organization or individual.
- Relevant experience in organizing sports events, particularly cricket.

#### 3.2 Technical Proposal:

- Detailed approach and methodology for executing the tournament.
- Proposed timelines and milestones.

#### 3.3 Financial Proposal:

- Itemized budget and cost breakdown.
- Funding requirements and potential revenue streams.
- Proposed financial payment to CBM as hosting rights.

#### 3.4 References:

- At least two references from previous clients or stakeholders.

### 3.5 Legal and Compliance Documents:

- Business/Club registration certificate if a company or club. If individuals national ID or passport copy.

## **4. Evaluation Criteria**

Proposals will be evaluated based on the following:

- Technical Expertise (20%): Demonstrated experience and capability to deliver similar events.
- Project Plan (15%): Feasibility and comprehensiveness of the approach and timeline.
- Financial Proposal (45%): Proposed financial payment to CBM for hosting rights.
- Innovation (10%): Creativity in enhancing the event's appeal and impact.
- References and Past Performance (10%): Positive feedback from previous engagements.

## **5. Submission Details**

- Submission Deadline: 31 January 2025
- Submission Method: Email to **info@maldivescricket.org** or deliver hard copies addressed to **Nashwa Ibrahim, to the CBM office.**
- Inquiries: For questions or clarifications email to [info@maldivescricket.org](mailto:info@maldivescricket.org) or contact 3325503

## **6. Timeline**

- RFP Issuance Date: 15 January 2025
- Deadline for Questions: 23 January 2025
- Proposal Submission Deadline: 31 January 2025
- Evaluation Period: 1-7 February 2025
- Announcement of Selected Contractor: 12 February 2025

## **7. Terms and Conditions**

- CBM reserves the right to accept or reject any or all proposals without prior notice.

- All proposals become the property of CBM upon submission.
- The selected contractor must comply with CBM's policies and guidelines.