

Inter IIT Sports Meet 2025

Document for Livestreaming & Broadcasting Services

1. Introduction

The Organizing Committee of the Inter IIT Sports Meet 2025, hosted by IIT Hyderabad, invites bids from reputed and experienced agencies for providing broadcasting, live streaming, and video production services for multiple sporting events conducted during the Sports Meet.

The objective of this tender is to ensure a HD-quality, multi-platform broadcast coverage of all key sporting events, enabling both on-site audiences and remote viewers (alumni, students, and sports enthusiasts) to experience the events seamlessly.

2. Scope of Work

The selected agency shall be responsible for the end-to-end management and execution of broadcast operations for the Inter IIT Sports Meet, including but not limited to:

A. Event Coverage

- Live broadcast of all major sporting events, including:
- Football
- Volleyball
- Cricket
- Hockey
- and other events as listed in the final schedule.
- Coverage of Opening and Closing Ceremonies.
- Daily highlight reels.

B. Production Requirements

- Multi-camera setup for each event.
- High-definition (HD or higher) video output.

- On-site production control with mixing, graphics, and replay facilities.
- Commentary and scoring overlays are integrated in real-time.
- Drone coverage for outdoor events.

C. Live Streaming and Distribution

- Simultaneous streaming on official platforms:
- YouTube / Facebook / OTT partner.
- Set up of a streaming control room at each venue.

D. Post-Production Deliverables

- Event-wise edited highlights.
- Final compilation video summarizing the entire Sports Meet.
- Delivery of all raw footage in SSD/hard drive format to the Organizing Committee.

3. Duration and Schedule

- Event Dates: 14th Dec 2025 to 21st Dec 2025
- Broadcast Period: Full duration of the event schedule.

4. Equipment and Manpower Requirements

	Equipment/Manpower	Quantity in Numbers	Details
Cricket (8 Day service needed with same setup)	Manpower Requirement Cricket Ground 1 & 2		
	Live Streaming Kit	2	Used for streaming and graphics

	Equipment/Manpower	Quantity in Numbers	Details
	3 rd Umpire setup	2	No ball, run out and stumping
	Cameras	8 (4 camera in 1 ground)	High end cameras with 4k and Good Zoom Quality  <i>Photo: Camera sample Image</i>
	RF Devices	4	Wireless connection
	Connecting Cables	as per req	SDI/HDMI
	Mic	2	For ambiance audio
	Scoring software	2	
	Lan Cable	4	50m length
	Manpower Requirement		
	Director	2	
	Commentator	2 (1 Commentator for each ground)	On Ground

	Equipment/Manpower	Quantity in Numbers	Details
	GFX and replay operator	2	
	Cameramen	8	
	Camera assistant	4	
	Live Scorer	2	
	Broadcast engineer	<i>Min 1, and number may be increased based on requirement</i>	
	Operations manager	2	
Football (8 Day service needed with same setup)	Technical Requirement for Football Ground 1 & 2		
	Live Streaming Kit	2	Used for streaming and graphics
	Cameras	4 (2 Camera in 1 Ground)	High end cameras with 4k and Good Zoom Quality
	Connecting Cables	as per req	SDI/HDMI
	Mic	2	For ambiance audio
	RF Device	if req	Wireless connection

	Equipment/Manpower	Quantity in Numbers	Details
	Lan Cable	4	50m length
	Manpower Requirement		
	Director	2	
	Commentator	2 (1 Commentator for each ground)	On Ground
	GFX and replay operator	2	
	Cameramen	4	
	Floor Manager	2	
Hockey (8 Day service needed with same setup)	Technical Requirement for Hockey Ground		
	Live Streaming Kit	2	Used for streaming and graphics
	Cameras	2	High end cameras with 4k and Good Zoom Quality
	Connecting Cables	as per req	SDI/HDMI
	Mic	2	For ambiance audio

	Equipment/Manpower	Quantity in Numbers	Details
	RF Device	if req	Wireless connection
	Lan Cable	4	50m length
	Manpower Requirement		
	Director	1	
	Commentator	2 (1 Commentator for each ground)	On Ground
	GFX and replay operator	1	
	Cameramen	1	
	Floor Manager	1	
Volleyball (8 Day service needed with same setup)	Technical Requirement for Volleyball Court 1,2,3 & 4		
	Live Streaming Kit	4	Used for streaming and graphics
	Cameras	8 (2 Camera in 1 Ground)	High end cameras with 4k and Good Zoom Quality
	Connecting Cables	as per req	SDI/HDMI
	Mic	4	For ambiance audio

	Equipment/Manpower	Quantity in Numbers	Details
	RF Device	if req	Wireless connection
	Lan Cable	4	50m length
	Manpower Requirement		
	Director	4	
	Commentator	4 (1 Commentator for each ground)	On Ground
	Cameramen	8	
	Floor Manager	2	

5. Terms and Conditions

- The vendor shall provide all the listed services for 8 days with the same equipment and setup.
- Additionally, the vendor must provide services for the Opening Ceremony, Closing Ceremony, Pro Show, cultural events, etc.
- If the Organising Committee requests up to two additional live streams, the vendor must also provide these.
- For each and every game, the vendor must have a backup plan in place in case of any failure.
- If the vendor fails to provide any of the services or compromises the quality of the live streaming, the Organising Committee reserves the right to deduct the amount from the contracted payment.
- All matches will be live streamed on the Inter IIT Sports Meet YouTube channel and other official social media platforms of the Inter IIT Sports Meet.
- The vendor is not allowed to broadcast the live stream on their own channels or on any other third-party channels.
- The live streaming quality must match the standards of international sports broadcasts.
- No copyrighted items/songs or any other copyrighted material may be used in the live streaming without proper licence. The vendor must have all necessary copyright licences for any material used.
- The vendor must obtain approval from the Organising Committee for all overlays to be used in the broadcast.

- Overlays and the replay system must follow our branding guidelines. Without adherence to these guidelines, the vendor is not allowed to use any overlays. Using branding-compliant overlays is compulsory.
- The use of overlays is compulsory for the vendor.
- Overlays must comply with all applicable international laws and practices. The standard of overlays used for international cricket, football, hockey, and volleyball should also be followed here. No compromise on this will be accepted.
- An internet point will be provided by the Organising Committee at each ground. The vendor must take the connection from that port and use the internet accordingly.
- Only the Ethernet point will be provided. No cables or other accessories will be provided; the vendor must bring all necessary equipment.
- A maximum of three common drones may be used across all grounds.

6. Eligibility

- The vendor must have a minimum of 4 years' experience in broadcasting/production of at least 15 sporting events with recognised associations and/or state/central governments.
- The vendor must have prior experience of at least 2 multi-sport events and 1 university-level tournament.
- The vendor must possess or have access to:
 - Professional-grade cameras and production equipment.
 - Technical crew for all required venues.
- The vendor must be a Private Limited Company, LLP, Partnership Firm, or Registered Sole Proprietor.
- Annual Turnover of R.40.00 Lakhs. In this connection, a certificate from CA should be enclosed.
- The vendor must provide client references from at least three projects.
- The Organising Committee reserves the right to accept or reject any or all tenders without assigning any reason.
- All work must comply with local laws and required permissions (e.g., drone usage, copyright).
- The agency shall ensure non-interruption of the broadcast and maintain adequate backup equipment.
- All broadcast rights and content shall remain the property of the Inter IIT Sports Meet Organising Committee 2025.
- Meals and lodging for the crew will be provided by the organisers for the duration of the event.

7. Submission Requirements through online portal.

Bidders must submit:

1. Technical Proposal, including:
 - Company profile and experience.
 - Details of equipment, crew, and technical plan.

- Sample links or references to previous broadcast work.
- Incorporation documents
- Work orders or completion certificates of similar projects.

2. Financial Proposal, including:

- Itemized cost estimate (per event and total as shown in the below table).

Note: The BoQ may be downloaded from the CPP Portal and upload the same after filling all sections.

Sl. No.	Item Description (Please refer the tender document for each item/ service days before quoting price)	BASIC RATE In Figures To be entered by the Bidder in Rs. P	GST in Rupees	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	13	14	53	54	55
1	Cricket			0.00	0.00	INR Zero Only
2	Football			0.00	0.00	INR Zero Only
3	Volleyball			0.00	0.00	INR Zero Only
4	Hockey			0.00	0.00	INR Zero Only
Total in Figures				0.00	0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only				

8. Evaluation Criteria

Criteria	Documents to be submitted
Experience: Minimum of 4 years' experience in broadcasting/production of at least 15 sporting events with recognised associations and/or state/ central governments.	Experience Certificates on your client's letterhead
Prior experience of at least 2 multi-sport events and 1 university-level tournament.	Experience Certificates on your client's letterhead
Annual Turnover Certificate from Chartered Accountant (<i>Average of last three financial years is Rs.40.00 Lakhs</i>)	Certificate from Chartered Accountant

Shortlisted vendors may be called for a presentation or technical demonstration to oversee their technical capability, quality of the output.

9. Financial Criteria

Financial bids for those who are qualified in technical criteria will be opened and L1 will be awarded. The BoQ may be downloaded from the CPP portal and upload the same on the CPP portal only.

10. Earnest Money Deposit:

An **EMD of Rs. 1,00,000/-** (Rupees one lakh only) in the form of the Demand Draft in favor of The Director, IIT Hyderabad payable at Hyderabad is required to be submitted along with the quotation. Bids without EMD will be summarily rejected.

11. Security Deposit:

The successful bidder will have to submit a security deposit of 5% of the contract value in the form of a security deposit or bank guarantee in the name of "The Director, Indian Institute of Technology Hyderabad", within 7 days of awarding the contract. The Performance Guarantee shall cover the entire period of contract and shall remain valid for a period of 30 days beyond the period of contract.

12. Submission of Bids and opening: As per scheduled timelines mentioned in CPP Portal.

A. Opening of Bids: As per scheduled timelines mentioned in CPP Portal.

Prebid Meeting: As per scheduled timelines mentioned in CPP Portal.

Bidders who fail to visit the campus will have their tenders canceled outright. In this regard, **the Bidder must visit the venue before submitting bid, the bidder has to submit an annexure-D.**

13. Dispute, if there is any, will be subject to the Hyderabad jurisdiction only.

14. 18. Penalties:

S. No.	Description	Penalty/ Fine
1	Delay in service delivery	5% of contract value
2	Failure to start live stream on time for any schedule event	10% of contract value
3	Poor video/audio Quality	5% of contract value
4	Failure to record or archive event footage properly	5% of contract value
5	Non-compliance with branding/integration guidelines (logos, overlays, sponsor tag etc.)	5% of contract value
6	If staff is found of any disobedience or misconduct	1% of contract value
7	If staff is found responsible for any theft, loss of material/ articles/ damages	As per actuals + 1% of contract value

Penalty, as deemed fit by the Institute Committee, will be charged in the event of sloppy/ unsatisfactory or sub-standard quality of food and/or service based on complaints and observations, which are not covered in the above table. Damage to property (if any) will be recovered on actuals.

15. Point of Contact (Regarding technical part of Livestreaming and broadcasting)

Mr. Pritam Kumar Mandal

Mobile No.7602790672

Mr. Parth

Mobile No. 9099781308

Mr. Akbar (Sr. Sports Officer) - 9989660074

TENDER ACCEPTANCE LETTER
(To be given on Company Letter Head)

Date: _____

To,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

- 1) I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely: _____ as per your advertisement, given in the above mentioned website(s).
- 2) I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
- 3) The corrigendum(s) issued from time to time by your department/ organization too have also been taken into consideration, while submitting this acceptance letter.
- 4) I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality / entirety.
- 5) I / We do hereby declare that our Firm has not been blacklisted/ debarred/ terminated/ banned by any Govt. Department/Public sector undertaking.
- 6) I / We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,**(Signature of the Bidder, with Official Seal)**

Certificate for Tender
(To be given on Company Letter Head)

Date: _____

To,

Sub: Certificate of compliance as per Rule 144 (xi) GFR's 2017

Tender Reference No: _____

Name of Tender / Work: -

"I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Bid Security Declaration
(To be given on Company Letter Head)

Date: _____

To,
The Director,
IIT Hyderabad -502284

Sub: Certificate for bid security declaration

Tender Reference No : _____ Tender ID : _____

Name of Tender / Work: -

"I/We have read the clause regarding Bid Security Declaration/Earnest Money Deposit and I/We are fully aware that if I/We withdraw or modify the bid during the period of validity I may be suspended for a period of 3 years ."

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

Site Visit Declaration
(To be given on Company Letter Head)

Date: _____

To,
The Director,
IIT Hyderabad -502284

Sub: Certificate for site visit.

Tender Reference No : _____ Tender ID : _____

Name of Tender / Work: -

"I/We have read the clause regarding Site Visit and hereby confirm that we have visited the site on Date: _____
Time: _____ at IIT Hyderabad before submitting the tender document.

We met Shri _____ of IIT Hyderabad in this regard during the site visit.

Yours Faithfully,

Verified by Shri _____
IIT Hyderabad.

(Signature of the Bidder, with Official Seal)