

Expression of Interest cum Request for Proposal

**Empanelment of Reputed and Experienced Legal Firms to
Provide Legal Support to the
National Games Secretariat, Goa**

Executive Director,
The Sports Authority of Goa
Dr. Shyama Prasad Mukherjee Stadium,
Taleigao – Goa
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1. INTRODUCTION, JOB DESCRIPTION & RESPONSIBILITIES:

The National Games is a premier multi-discipline sporting event held in the country. As the custodian of the National Games, the Indian Olympic Association (IOA) has allotted the 36th National Games to the State of Goa. The 36th National Games is scheduled to be held from 30th March, 2019 to 14th April, 2019. The Games are to be held during a 16 day period in 24 venues located across the State where competitions will be held in 37 Sports Disciplines, of which 35 Sports Disciplines would be held in the State.

The National Games Organising Committee (NGOC) is a committee constituted by the State Government of Goa with the responsibility of organising the 36th National Games. The Hon'ble Chief Minister, Government of Goa is the Chairman of the Committee and the Secretary (Sports), Government of Goa is the Chief Executive Officer. There are various Functional Areas (FA) constituted, of which FA (Administration) has been allotted to the Sports Authority of Goa.

The Executive Director, SAG on behalf of the NGOC therefore, invites proposals from Law Firms for empanelled with the National Games Secretariat, Goa for an approximate period of 8 - 12 months to assist the National Games Secretariat in vetting of Tender Documents and Agreements, advising on issues that may be encountered, negotiations and implementation of contracts for the various Functional Areas. The Firm may also have to represent the Games Secretariat through its panel of advocates before various forums/ courts.

2. ELIGIBILITY CRITERIA:

i. The firm should have:

- a) A working office in Goa.
- b) A strong legal base in varied fields of legal activities.
- c) At least fifteen years of experience.

- d) Well qualified lawyers / legal advisors with proficiency and professional acumen and knowledge in the areas of corporate, marketing, broadcasting, merchandising service and labour laws, Intellectual Property Right issues, International Contracts, Arbitration and Litigation.
- e) Extensive experience in matters of contracts and law suits.

ii. Experience in having dealt with major sports clients / bodies and Events will be a preferred qualification.

3. SUBMISSION OF EXPRESSION OF INTEREST:

Bidders should submit their bid in two separate sealed envelopes.

The sealed cover marked “A” Should contain the firm’s credential detailed for each factor of eligibility criteria. It shall contain:

- i. Name of advocates in the firm and the matters dealt with by them, their officers & their network,
- ii. Their field of specialization.
- iii. Names of some of their clients (with proof).
- iv. The period from which the firm has been established and their other achievements.
- v. Their annual approximate turnover on professional basis (with proof).
- vi. Copies of Income Tax PAN and GST, if applicable.

The sealed cover marked “B” should contain the financial bid and should only include a Fee as detailed in ‘Annexure I’.

Both these envelopes should be placed in a single envelope titled “Expression of Interest cum Request for Proposal for Empanelment of Reputed and Experienced Legal Firms to Provide Legal Support to the National Games Secretariat, Goa” and submitted to the National Games Secretariat.

4. RESERVATION OF RIGHTS:

National Games Secretariat reserves the right to:

- i. Negotiate with either or none of the shortlisted Firms / Respondents and to re-issue this Expression of interest without assigning any reason whatsoever.
- ii. Accept or reject any Expression of interest without assigning any reasons.
- iii. To vary, suspend or abandon this Expression of Interest.
- iv. National Games Secretariat is not bound to accept the lowest bid.
- v. The decision of the Chief Executive Officer of National Games Secretariat will be final.
- vi. All the bids should reach the under mentioned addressed under registered cover or through courier on or before 30/11/2018.
- vii. Late submission will be rejected unopened.
- viii. To continue/ discontinue the services after one month of conclusion of the event.

CHIEF EXECUTIVE OFFICER
NATIONAL GAMES SECRETARIAT
C/o the Sports Authority of Goa
Dr. Shyama Prasad Mukherjee Stadium,
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Annexure – I

Sr. No.	Particulars	Fee	Taxes, if any
1	Lumpsum Fee for the scope of work till a month after the conclusion of the Event		
2	Monthly retainer Fee (post a month after the conclusion of the Event)		