



Bidding Guidelines

2018 EUBC U-22 European Boxing Championships

September 2018

I. Introduction

It is a great pleasure to announce the bidding for the 2018 EUBC U-22 European Boxing Championships. This event will provide a great opportunity to showcase the high class boxing skills of the European young elite boxers from nations throughout Europe.

II. Event Information

A. Official Event Name

EUBC U-22 European Boxing Championships (Host City Name) 2019

B. Tentative Dates: March 2018

Day 1	Arrivals + Technical Meeting
Day 2	General Weigh In, Official Draw, Preliminaries
Day 3-5	Preliminaries
Day 6	Quarter Finals
Day 7	Rest Day
Day 8	Semi-Finals
Day 9	Finals
Day 10	Departures

C. Weight Classification

Men's Elite, 10 Weight Categories, namely: 46-49 kg, 52 kg, 56 kg, 60 kg, 64 kg, 69 kg, 75 kg, 81 kg, 91 kg, 91+ kg

D. Age Classification

Men aged 19-22, based on the year of birth
(January 1, 1996 – December 31, 1999)

E. Competition Format

Three rounds of three minutes each (one-minute rest between rounds)

F. Number of Officials

1 Ring

Supervisor: 1
ITOs: 9
R&Js: Based on the number of participating countries

2 Rings

Supervisor 1
ITOs: 14
R&Js: Based on the number of participating countries

G. Expected Number of Boxers

Approximately between 200 and 250 boxers

III. EUBC Requirements and Requests

This section lists all standard EUBC event organization requirements as well as optional requests from applying National Federations in order to evaluate the bids prior to making the final selection.

A. Motivation to Host the Event

EUBC needs to learn your National Federation's commanding reasons and purpose for hosting this event in your country.

(*) In your proposal, please describe the motives and rationales to host this event and aid the development of boxing in your region, as well as on a wider scale
- Motivation Letter/Chapter

B. Host City Information

EUBC requires that the Candidate Host City is named, which you will not be able to change in case your bid is successful. EUBC needs extensive relevant information provided about your Candidate Host City.

(*) In your proposal, the following information on the city is required:

- Geographic location of the city
- Demographic information
- Accessibility of the city by various transport means
- Local transportation system
- Track record of hosting international sporting events
- Places of interest
- Other information deemed relevant

C. National Federation and Government Support

EUBC requires a proof of your Government's support of hosting this event as well as guarantees from your National Federation. Please provide:

- Financial guarantee
- Guarantee for the rates of the event hotel rooms
- Guarantee for the provision of visas (where necessary) and Host Country/City access to **ALL** EUBC-affiliated National Federations
- Guarantee of any necessary support to the Local Organizing Committee

(*) In your proposal, please attach your Government's letter of support and a letter of letter of guarantee from your National Federation

D. National Federation Information

For hosting its major competitions, EUBC gives preference to more experienced National Federations with a record of successfully organized AIBA/EUBC Competitions.

(*) In your proposal, please provide a record of hosting any AIBA/EUBC and other events staged by your National Federation or other Local Organizing Committee members

- Name of event(s)

- Your National Federation's / LOC members' involvement
- National Federation boxing facts (history, number of members, clubs, significant projects, etc.)

E. Proposed Competition Venue

EUBC requires the following facilities:

- Venue with a 2 000 seating capacity minimum
- Field of Play (FOP) with sufficient space for two rings and a service area (28 meters x 20 meters)
- Sufficient lighting of the rings/FOP or the capacity to install a lighting truss
- Locker rooms for boxers (separate for men and women boxers)
- Sufficient spaces for meeting rooms and offices
- Jumbo LED screen(s) for live action and information (scoring, boxer names etc.) display
- Space for at least 3 separate lounges (ITOs, R&Js, VIPs)
- Space for warm-up area
- Anti-doping and medical examination room
- Sufficient storage room
- Technically equipped press room and press conference room
- Accreditation area
- LAN high-speed Internet access
- Satellite broadcast and live streaming capacity
- Separate venue access for Team Delegations, Officials, VIPs and Spectators
- Sufficient parking space around the venue

(*) In your proposal, please specify details about this Competition Venue and include photos and floor plans of all facilities as well as location on the city map and distance to Competition Hotels

F. Proposed Training Venue

EUBC requires the following facilities:

- Space for 2 boxing rings
- Space for setting up boxing training equipment
- Space for floor exercises
- Changing rooms with showers

(*) In your proposal, please specify details about the Training Venue and include photos of all facilities as well as location on the city map and distance to Competition Hotels / Competition Venue

G. Accommodation

EUBC requires a total minimum of three different hotels for the following categories of event participants:

1. Team Delegations' Hotel:
 - 3-Star hotel or a number of 3-Star hotels
 - Estimated number of all delegations: 350-400 people
 - Room rate range for single occupancy: EUR 50-80 per person/night

- Room rate range for double occupancy: EUR 45-60 per person/night
 - Room rate range for triple occupancy: EUR 40-55 per person/night
 - Room rates should include 3 meals per day served at times that fit the Competition Schedule, following AIBA Catering and Diet Requirements of the AIBA Event Operational Manual
 - Free Wi-Fi Internet access in rooms or in a designated hotel area
 - *Room charges are to be covered by each participating Team Delegation*
2. EUBC Officials' Hotel:
- Supervisor, ITOs, R&Js, EUBC Executive Director and Staff
 - 3- to 4-Star hotel
 - 1 suite for the Supervisor covered by the LOC
 - Up to 14 single occupancy rooms for ITOs covered by the LOC
 - Sufficient number of single/double occupancy rooms for R&Js covered by NFs at the same respective rate as Team Delegations
 - 3 rooms in single occupancy for EUBC Staff covered by the LOC
 - Free high-speed Wi-Fi Internet access in rooms
 - 3 meals per day served at times that fit the Competition Schedule
3. EUBC Family and VIP Hotel:
- 4- to 5-Star hotel
 - 1 room for EUBC President covered by the LOC
 - Special room rates for VIPs should be proposed
 - Free high-speed Wi-Fi Internet access in rooms
 - 3 meals per day served at times that fit the Competition Schedule

(*) **In your proposal, please designate hotels per each category, provide photos, description, mark them on the city map, indicating distance and travel time to the Competition and Training Venues as well as the airport. Importantly, please specify the proposed room rates, which cannot be altered in case your bid is successful, following the different categories of hotels as below:**

- Set room rate per person/night for single/double/triple occupancy including 3 meals per day for all Team Delegations' Hotel(s)
- Special set room rate per person/night for a standard room at EUBC Family and VIP Hotel

H. International Transportation

1. Team Delegations
 - All tickets must be covered by participating National Federations
2. Referees & Judges
 - All R&J tickets must be covered by participating National Federations
3. EUBC Family and ITOs: All tickets must be covered by the LOC
 - One return business class airline ticket for the EUBC President (only for long distance travel)
 - One return business class airline ticket for the Supervisor (only for long distance travel)

- One return economy class airline ticket for the EUBC Executive Director
- One return economy class airline ticket for the EUBC Competition Manager
- Three return economy class airline tickets for the EUBC Staff
- Return economy class airline tickets for all ITOs officiating the Championships

1 Local Transportation

EUBC requires the following transportation to be arranged by the LOC:

1. For Team Delegations:
 - Free transportation between the nearest international entry point to the host city (airport) and Team Delegation Hotel(s) throughout the entire Championship Period
 - Free transportation between Team Delegation Hotel(s), the Competition Venue and the Training Venue throughout the entire Championship Period
2. ITOs and Referees & Judges:
 - Free transportation between the nearest international entry point to the host city (airport) and Officials Hotel throughout the entire Championship Period
 - Free transportation between Officials Hotel, Team Delegations Hotel(s) and the Competition Venue throughout the entire Championship Period
3. EUBC Family & Staff:
 - Dedicated vehicle with driver for EUBC President throughout the entire Championship Period
 - Dedicated vehicle with driver for EUBC Staff throughout the entire Championship Period for operational use

(*) In your proposal, please specify the types of vehicles and describe the proposed transport system for Team Delegations, R&Js, ITOs, EUBC Family and Staff, as well as other categories of Competition Participants

2 Per Diem

The per diem is set at EUR 75 for the Supervisor and EUR 50 per person for ITOs. EUBC requires that the LOC pays the per diem allowance for the entire Championships in full upon arrival. The number of days include the arrival and departure days within the Championships Period.

3 Event Host Fee

The Host Fee for the 2018 EUBC U-23 European Boxing Championships is EUR 10 000.

4 Additional Offer

(*) In addition standard requirements, the bidding National Federations can propose additional plans and programs in regards to the organization of

the Championships, which might increase the attractiveness of the bid, such as:

- TV Production and broadcasting plan
- Marketing and promotion plan
- Supporting programs for participating boxers
- Additional programs for VIPs and accompanying guests
- Opening / closing and award ceremonies
- Related educational programs
- Championships intended legacy

III. Bid Submission Guidelines

EUBC requires the following for the bidding document:

1. All contents should be written in English
2. Use of graphics and color content is recommended
3. The bidding document should be presented in A4-size format
4. Five hard copies of the original bidding document should be submitted to EUBC in addition to a digital copy
5. The bidding document copies should be sealed and sent to the EUBC Headquarters in Assisi, Italy, via courier services (see Chapter V below)

IV. Timeline

September 29, 2017	Deadline for non-binding Letter of Intent (LOI) to be sent to the EUBC Headquarters
October 13, 2017	Deadline for submitting the final bidding document to the EUBC Headquarters in hard and digital copies for the EUBC Executive Committee Review
October 20, 2017	Announcement of the EUBC Executive Committee decision on the assignment of the Championships Host City
October 31, 2017	Signing of Pre-Host City Agreement

V. Contact Details

1. The bidding document should be sent to the following address:

EUBC Office – Piazza Donegani, snc, 06081 Assisi (PG), Italy

2. The final digital copy of the bidding document as well as the Letter of Intent should be emailed to the following email address:
eubc.office@gmail.com

Should you require any additional information, please do not hesitate to contact the EUBC Headquarters: eubc.office@gmail.com

Annex 1: Cost Allocation Matrix

The following table does not have any contractual value and can be used only as an estimation only.

All costs are subject to negotiation prior to the signing of the Host City Agreement between the selected Nation Federation/City and EUBC.

Cost description	Borne by
Host fee	LOC / NF
Flight tickets – EUBC President	LOC/NF
Flight tickets – EUBC Staff	LOC / NF
Flight tickets – ITOs	LOC / NF
Flight tickets – Referees & Judges	Participating NFs
Flight tickets – Team Delegations	Participating NFs
Flight tickets – Accredited media	Media
Local transportation for all Delegations, Officials and EUBC	LOC / NFs
Supervisor and ITOs per diems	LOC / NFs
Supervisor and ITOs visa costs	LOC / NFs
Accommodation (full board) – EUBC President	LOC / NFs
Accommodation (full board) – EUBC Staff	LOC / NFs
Accommodation (full board) – ITOs	LOC / NFs
Accommodation (full board) – R&Js	Participating NFs
Accommodation (full board) – Team Delegations	Participating NFs
Competition venue	LOC / NF
Venue branding	Developed / Printed / implemented by LOC / NF
Training venue	LOC / NF
TV Production	Optional
Livestreaming Production	LOC / NFs
Ticketing	LOC / NFs
Insurance	LOC / NFs
Scoring system	LOC / NFs
Gloves, bandages	EUBC
Medals	LOC / NFs
Anti-doping testing	LOC / NFs
Security and medical services	LOC / NFs

Annex 2: Checklist

The following list is to be used by the bidding National Federation/City as a tool to insure the completeness of its bid. Please use it to prepare your bidding package, but it does NOT need to be included in the final version of the documents to be submitted.

1. Motivation to Host the Event	
• Description of your motivation and rationale to host the event	<input type="checkbox"/>
2. About the Host City and Country	
• Host City selected	<input type="checkbox"/>
• Map of the City and Country provided	<input type="checkbox"/>
• Demographic information on the City and Country	<input type="checkbox"/>
• Description of the City's transportation system	<input type="checkbox"/>
• Records of hosting international sporting events	<input type="checkbox"/>
• Host city's letter of support	<input type="checkbox"/>
• Government's letter of support	<input type="checkbox"/>
3. National Federation	
• Description of your experience hosting AIBA events	<input type="checkbox"/>
• Boxing facts	<input type="checkbox"/>
4. Competition Venue	
• Capacity	<input type="checkbox"/>
• Field of Play (FOP) space for two (2) rings	<input type="checkbox"/>
• Appropriate space for meeting rooms and offices	<input type="checkbox"/>
• Jumbo LED screen(s)	<input type="checkbox"/>
• Spaces for lounges (VIPs, ITOs, Referees & Judges)	<input type="checkbox"/>
• Locker rooms for boxers and Referees & Judges	<input type="checkbox"/>
• Appropriate space/room(s) for warm-up	<input type="checkbox"/>
• Anti-doping room and medical room	<input type="checkbox"/>
• Storage room	<input type="checkbox"/>
• Technically equipped press room and conference room	<input type="checkbox"/>
• Floor plan(s) and photos	<input type="checkbox"/>
• Map showing location and distances/travel time to other facilities	<input type="checkbox"/>
5. Training Venue	
• Single venue with sufficient space for training rings	<input type="checkbox"/>
• Appropriate space for setting up boxing training equipment	<input type="checkbox"/>
• Sauna	<input type="checkbox"/>
• Changing room(s) and showers	<input type="checkbox"/>
• Floor plan(s) and photos	<input type="checkbox"/>
• Map showing location and distances/travel time to other facilities	<input type="checkbox"/>
6. Accommodation	
• Information about all categories of Championships Hotels	<input type="checkbox"/>

• Map showing location of hotels and distances/travel time	<input type="checkbox"/>
7. International Transportation	
• Information on major international airports in or near the City	<input type="checkbox"/>
• Estimated travel time from major cities around the world	<input type="checkbox"/>
• Visa requirement guidelines (including fees)	<input type="checkbox"/>
• Guarantee of access to the Host Country/City by all EUBC affiliated National Federations	<input type="checkbox"/>
8. TV Broadcasting (optional) and Livestreaming	
• TV/Livestreaming production and broadcasting plan	<input type="checkbox"/>
9. Finances	
• Provisional budget	<input type="checkbox"/>
10. Educational Programs (optional)	
• Description of the project and actions	<input type="checkbox"/>
11. Additional Proposals	
• Additional programs for VIPs	<input type="checkbox"/>
• Programs for rest day	<input type="checkbox"/>
• Opening Ceremony	<input type="checkbox"/>
• Closing Ceremony	<input type="checkbox"/>
• Awards Ceremony	<input type="checkbox"/>
• Educational programs	<input type="checkbox"/>
13. Submission Guidelines	
• Contents in English	<input type="checkbox"/>
• Presented in A4-size binder	<input type="checkbox"/>
• Five (5) original hard copies of the bid file	<input type="checkbox"/>
• Digital copy of the bid file	<input type="checkbox"/>
• Government support letter	<input type="checkbox"/>