



Bidding Guidelines For 2018 EUBC Women's European Boxing Championships

September 2018

I. Introduction

It is a great pleasure to announce the bidding for the 2018 EUBC Women's European Boxing Championships. This event will be a great opportunity to showcase the growth of the European Women boxing movement in our Continent and their high class boxing skills.

The 2018 Women's Championships will be a qualifying event of the AIBA Women's World Boxing Championships 2018.

II. About the Event

A. Official Event Name

EUBC Women's European Boxing Championships (Name of Chosen City) 2018

B. Tentative Dates: April 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-Final Bouts
Day 9	Final Bouts
Day 10	Departures

C. Weight Classification

Elite Women: 10 Weight Categories: 45–48 kg, 51 kg, 54 kg, 57 kg, 60 kg, 64 kg, 69 kg, 75 kg, 81 kg, 81 + kg.

D. Age Classification

Men: 19–40 years old based on the "Year of Birth"
(January 1, 1978 – December 31, 1999)

E. Competition Format

Elite Women: Three rounds of 3 minutes each (one minute rest between rounds)

F. Number of Officials

a. 1 ring

- i. Supervisor: 1 (one)
- ii. ITOs: 9 International Technical Officials
- iii. R&Js: 18 Referees & Judges

b. 2 Rings

- i. Supervisor 1(one)
- ii. 14 International Officials
- iii. 24 Referees & Judges

G. Expected Number of Boxers

Approximately between:

- 150 and 200 women boxers

II. EUBC Requirements and Bidding Requests

This section introduces all EUBC requirements in all areas and will also ask for proposals in each area from the National Federations applying in order for EUBC to evaluate the bid and make the final decision.

A. Motivation to Host the Event

EUBC would like to know whether you have a commanding reason to host this event which might be beneficial for the further development of boxing in your country.

(*) In your proposal, please describe the motives and rationales to host this event
- Letter of interest

B. About the Host City

EUBC needs to know in which city in your country you will propose to host this event.

(*) In your proposal, please specify the city and provide the following additional information on the city

- Location of the city
- Accessibility to the city
- Demographic information
- City transportation system
- Records of hosting any international sporting event

C. Government Support

EUBC requires a proof of your Government's support and/or endorsement of hosting this event by your National Federation. Please provide:

- Provision of financial guarantee
- Guarantee for the rates of the hotel rooms
- Guarantee for the provision of visas (where necessary)
- Guarantee for any necessary support given to the LOC

(*) In your proposal, please attach your Government's supporting letter

D. National Federation

For hosting its competitions, EUBC has a preference for more experienced National Federations having organized AIBA Competitions in the past with proven records.

- (*) **In your proposal, please introduce proven records of hosting any AIBA or international sporting event organized by your National Federation or in the city**
- Name of event(s)
 - Your National Federation's involvement
 - National Federation boxing facts (history, number of licensees, clubs, projects...)

E. Proposed Competition Venue

EUBC requires the following facilities:

- Venue with a 2,000 seating capacity minimum
- Field of Play (FOP) with space for two rings
- Sufficient spaces for meeting rooms and offices
- Jumbo screen(s) and scoreboard
- Space for at least 3 separate lounges (ITOs, R&Js, VIPs)
- Locker rooms for Boxers Men and Women boxers must be separated.
- Space for warm-up area
- Anti-doping and medical examination room
- Sufficient storage room
- IT equipped press room and press conference room
- LAN Internet Line access and on site Live Streaming

- (*) **In your proposal, please specify details about this Competition Venue and include photos and floor plans of all facilities and distance to hotels**

F. Proposed Training Venue

EUBC requires the following facilities:

- Space for installing 2 boxing rings
- Space for setting up boxing training equipment
- Space for floor exercises
- Changing Rooms and showers

- (*) **In your proposal, please specify details about the Training Venue and include photos of all facilities and distance to hotels / Competition Venue**

G. Accommodation

EUBC requires a total of three different level of hotels for the following groups of participants:

1. EUBC Family Hotel:
 - 4- to 5-Star hotel
 - EUBC President covered by the LOC
 - Special room rates for VIPs should be proposed
 - Free Internet access in the rooms
 - 3 meals per day

2. EUBC Officials' Hotel:
 - Supervisor, ITOs, R&Js, EUBC Executive Director and Staff
 - 3- to 4-Star hotel
 - 1 suite for the Supervisor (to be covered by the LOC)
 - Up to 14 rooms for ITOs in single occupancy (to be covered by the LOC)
 - R&Js will be accommodated in double occupancy (to be covered by LOC);
 - 3 rooms in single occupancy for EUBC Staff (to be covered by the LOC)
 - Free Internet access or a designated room with multiple free Internet connections
 - 3 meals per day

3. Team Delegations' Hotel:
 - 3-Star hotel
 - Estimate number of all delegations: 250–300 people
 - Room rate range for single occupancy: 50 – 80 USD or EUR per person/day
 - Room rate range for double occupancy: 45 – 60 USD or EUR per person/day
 - Room rate range for triple occupancy: 40 – 55 USD or EUR per person/day
 - Room rates should include 3 meals per day
 - Free Internet access or a designated room with multiple free Internet connections
 - Room charges are to be covered by each participating team

(*) In your proposal, please specify proposed room rates following the different levels of hotels as below:

- EUBC Family Hotel: Please provide room rate for a standard room for VIPs
- Team Delegations' Hotel: Please provide room rate per person following the number of guests in each room (single and double occupancy basis) including 3 meals
- All hotels need to be shown on a map indicating the distance and travel time to the Competition Venue, the Training Venue and the airport

H. Local Transportation

EUBC requires the LOC to provide the following transportation:

- Free transportation between the nearest international entry point to the host city and to all hotels
- Free transportation between all hotels, the Competition Venue and the Training Venue
- Specific cars / shuttles / buses for each of the above mentioned groups

I. Per Diem

EUBC requires that the LOC pays, upon arrival of each official, a daily per diem allowance of EUR 75 to the Supervisor and EUR 50 per person to all ITOs and R&Js. The number of days include the arrival and departure days within the Championships Period.

J. Event Host Fee

The hosting and organizing fee for the 2018 EUBC European Confederation Women's Boxing Championships is 25.000 EUR.

K. International transportation

1. Team Delegations

- All tickets will be covered by participating National Federations

2. EUBC Family and Officials: All tickets will be covered by the LOC

- One business class airline ticket for the EUBC President (only for long distance travel)
- One business class airline ticket for the Supervisor (only for long distance travel)
- One economy class airline ticket for the EUBC Executive Director and EUBC Competition Manager
- Three economy class airline tickets for the EUBC Staff
- All airline tickets for the ITOs and R&Js

L. Additional Offers

(*) In addition to the above mentioned mandatory requirements, the Bidding National Federations can propose any additional offer which might help them to win the bid such as:

- Supporting programs for participating boxers
- Additional programs for VIPs
- Programs for accompanying guests
- Opening / closing ceremonies
- Award ceremonies

III. Bidding Document Submission Guidelines

EUBC requires the following for the bidding document:

1. All contents should be written in English
2. Graphics and color contents 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 as well as in electronic files
5. The bidding document should be sent to the EUBC Headquarters in Assisi, Italy, in a sealed envelope, via courier services (see below IV. B1)

IV. Timeline

Date (2017)	Process
September 29	Deadline for Letter of Intent(LOI) to be sent to the EUBC Headquarters
October 13	Deadline for sending completed bidding document to the EUBC Headquarters
October 20	Final decisions will be taken by EUBC Executive Committee
October 31	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. LOI 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 has to be used only as an estimation.

All costs could be discussed and negotiated before the signing of the Host City Agreement between the selected Nation Federation/City and EUBC.

Cost description	Borne by
Host fees	LOC / NF
Competition venue	LOC / NF
Venue branding	Developed / Printed / implemented by LOC / NF
Training venue	LOC / NF
Flight tickets – EUBC Officials and supporting staff	LOC/NF
Flight tickets – EUBC President	LOC / NF
Flight tickets – Team Delegations	Participating NFs
Flight tickets – Accredited media	Media
Local transportation for all participants, officials and staff	LOC / NFs
AIBA Officials' per diems	LOC / NFs
AIBA Officials' visa costs	LOC / NFs
Accommodation (full board) – EUBC President	LOC / NFs
Accommodation (full board) – EUBC Officials and supporting staff	LOC / NFs
Accommodation (full board) – Team Delegations	Participating NFs
TV Production	Optional
Ticketing	LOC / NFs
Insurance	LOC / NFs
Scoring system	LOC / NFs
Gloves, bandages	EUBC
Medals	LOC / NFs
Anti-doping tests	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 reminder to summarize the content of its bid. It does NOT need to be included in the final version of the documents to be submitted. Please use it to prepare your bidding package.

1. Motivation to host the event	
• Description of your motivation and rationale to host the event	<input type="checkbox"/>
• Letter of interest	<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 any international sporting event	<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 of 2,000	<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 screen(s)	<input type="checkbox"/>
• Scoreboard	<input type="checkbox"/>
• Space 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 rooms	<input type="checkbox"/>
• Storage room	<input type="checkbox"/>
• IT-equipped press room and conference room	<input type="checkbox"/>
• Floor plan(s) and photos	<input type="checkbox"/>
5. Training Venue	
• One (1) venue with four (2) boxing 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"/>
6. Accommodation	

• Information about three (3) official hotels	<input type="checkbox"/>
• Map showing location of hotels	<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"/>
8. Broadcasting requirements (optional)	
• Letter of intent from the Host Broadcaster	<input type="checkbox"/>
9. Promotion and ticketing	
• Description of commercial strategy	<input type="checkbox"/>
• Description of promotional activities	<input type="checkbox"/>
10. Finances	
• Provisional budget	<input type="checkbox"/>
11. Educational Programmes (optional)	
• Description of the project and actions	<input type="checkbox"/>
12. 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"/>
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"/>