

# REQUEST FOR TENDER (RFT)

## KANGA CUP COMMEMORATIVE MERCHANDISE AND PROMOTIONAL GOODS

### INTRODUCTION

Kanga Cup is the largest international youth football tournament in the Southern Hemisphere, open to teams from Under 9s through to Under 18s and also includes an Athletes With Disability competition.

It is owned and operated by Capital Football, the governing body of football in the ACT and surrounding region, and is held each year in Canberra during the July school holidays.

The event did not take place in 2020 or 2021 due to the impacts of the COVID-19 pandemic. 2022 will mark the return of the Kanga Cup and as the 30<sup>th</sup> anniversary of the competition was unable to be held in 2021 with the competition being postponed from July to September 2021 and then cancelled, we will be marking the milestone with Kanga Cup 3.0.

The Kanga Cup regularly hosts teams from every state and territory in Australia, along with international teams from every corner of the globe. In 2019 teams from New Zealand, South Korea and Singapore participated in both male and female competitions.

### INVITATION TO TENDER

Capital Football has previously engaged a wide variety of suppliers to fulfill merchandising requirements for the Kanga Cup.

**We are seeking to appoint a single organisation to fulfil our requirements for commemorative event merchandise and promotional goods.**

The successful organisation will have the experience, systems and commitment to quality assurance to ensure Kanga Cup commemorative merchandise and promotional goods are designed, ordered, manufactured and delivered to the highest standard.

Local, interstate, national and international businesses with the capacity and expertise to successfully supply Capital Football for Kanga Cup are invited to respond to this RFT.

## PARAMETERS OF ARRANGEMENT

Capital Football would look favourably upon tenders that addressed the following:

- A single organisation to drive all requirements<sup>1</sup>
- Minimum three (3) year deal
- Inclusion of significant cash component paid upfront annually
- Increasing values annually for multi-year proposals
- Remedies for any orders that fail to be delivered in line with expectations

## TENDER INCLUSIONS

The following detail is required as part of this RFT:

- Cover letter providing a summary of the business information:
  - o Business name / trading name
  - o ABN
  - o Background / history of organisation
- Statement on:
  - o Capacity and ability to deliver requirements of this tender
  - o Proposed merchandise and promotional products
  - o Personnel
  - o Quality assurance measures
  - o Lead times:
    - Sublimated items (factory location / ownership model)
    - Cut / Sew items (factory location / ownership model)
    - Promotional Items
  - o Periods of heightened business requiring longer lead times
  - o Any known delivery issues (Chinese New Year, COVID etc) and how risk is mitigated
  - o How orders are to be processed:
    - Online Portal opportunity
    - Invoice terms
  - o Delivery costs and method
  - o Packaging model (bagged, etc)
- Pricing for any items that are proposed to be sold

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<sup>1</sup> Tenders for part-rights may be considered – please contact prior to submitting proposal

## KEY DATES

<b>Tender Document circulated to all parties</b>	7 February 2022
<b>Evaluation Period</b>	7 February 2022 – 4 March 2022
<b>Notifications to all Tender Providers</b>	7 March 2022

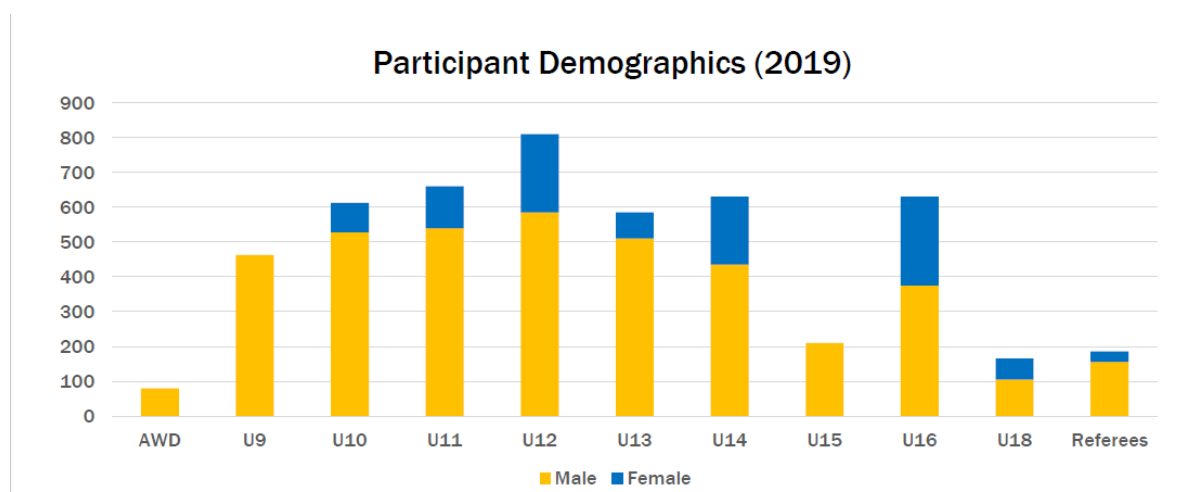
*\*Capital Football may require additional time to evaluate submissions pending variety and volume*

## NEEDS ANALYSIS (ESTIMATED)

To assist you prepare your tender response, Capital Football advises:

In 2019, the Kanga Cup hosted 330 teams consisting of 5000 participants and team staff. In addition to the players and coaching staff, parents and supporters attended the event with over 8000 event visitors in total.

Figure 1: Participant demographics 2019



## SUBMISSION

Please send documentation (including tender bids) and any queries to [commercial@capitalfootball.com.au](mailto:commercial@capitalfootball.com.au)

## DISCLAIMER

*This document outlines the scope of historic purchasing made by Capital Football and its' related entities. These documents represent the programs that Capital Football is intending on operating over the next multi-year period and is not a guarantee of expenditure.*