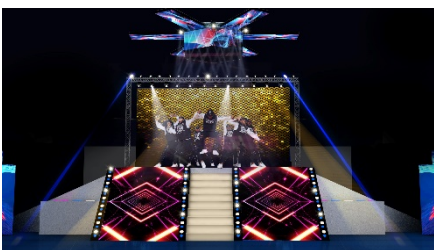


BID Manual

FIH HOCKEY5s WORLD CUP 2023



ABOUT HOCKEY AROUND THE WORLD



1 Billion
Broadcast views



388 Million
Followers worldwide



30 Million
participants



Equally Amazing



1 Million
Tickets Sold



120 Million
Impressions on FIH Social
Media in 2020



1.65 Million
Followers on FIH Social Media
Accounts

Watch  Hockey

Brand New OTT

More than 60K subscribers

**#Hockey
Invites**



FIH HOCKEY5s WORLD CUP 2023 ***BID MANUAL***

The International is pleased to provide this bid manual to National Associations (“NAs”) that are interested in hosting the Men`s and Women`s Hockey5s World Cup in 2023. It provides key facts and information about the event and about the bidding process.

1. Event Explanation

The Hockey5s World Cup will be the pinnacle of this short format of the sport of the International Hockey Federation’s (FIH) event portfolio. Held every four years, it is the platform for fierce competition between the world’s top men’s and women’s teams, ultimately crowning the best teams in the world.

The selected Host NA should aim to deliver a world-class international sporting Event and entertainment that brings prestige to the host country, Host NA and the FIH.

The World Cup will focus global attention on Hockey’s elite athlete and the Host NA should plan quality services and facilities that ensure a positive experience for these Key stakeholders. A positive Event experience for teams, Commercial Partners, Media, Broadcasters, VIPs, spectators, Event Officials and the Event staff must be a key goal and it is essential that the Host NA keep the client experience in mind throughout the bidding phase, Event planning and delivery.

2. Hockey5s World Cup 2023 Qualification Process

Each Continental Federation (CF) will organise continental championship to be over in 2022 so teams can be known well in advance.

The quotas per continent are as per below:

Men Teams	Women Teams
1 Host Nation	1 Host Nation
Africa: 3 Teams	Africa: 3 Teams
Asia: 3 Teams	Asia: 3 Teams
Europe: 3 Teams	Europe: 3 Teams
Oceania: 3 Teams	Oceania: 3 Teams
Pan America: 3 Teams	Pan America: 3 Teams

**Quotas per continent subject to be updated*

3. Hockey5s World Cup 2023 Competition Format

The Hockey5s World Cup is a joint event with 16 Women teams and 16 Men teams from all continents over 4 days competition and entertainment.



4. Process & Instructions

Bidding Documents & Questionnaire

Bidding to host the FIH Hockey5s World Cup is open to all National Associations with manageable and appropriate level of event delivery and presentation as well as any host willing to organise the event in conjunction with the National association. The bidding process and the requirements that need to be fulfilled to host this event are set out in this bidding manual as well as in the relevant documents listed therein.

Alongside this document you will find the following documents:

- Hockey5s World Cup 2023 Bid presentation
- Hockey5s World Cup 2023 Bid Questionnaire
- Venue Specifications – FIH Hockey5s World Cup
- Hosting Agreement – FIH Hockey5s World Cup 2023

These documents are essential for the interested NAs to understand the requirements of hosting a FIH Hockey5s World Cup event and will be part of the bidding process as well as the preparation phase for the NA(s) selected.

Interested Hosts are required to complete and submit the online bidding questionnaire showing their ability to effectively host the event.

The bidding questionnaire can be accessed through the following link:

https://fih.formstack.com/forms/fih_h5shwc2023_bid_questionnaire

Additionally, each Host will be required to submit a signed Hosting Agreement committing to delivery of all obligations, should their bid be selected to host the event.

Bidding Questionnaire

The deadline for submission of the completed bidding questionnaires and supporting documents is **5 March 2021**. FIH reserves the right not to consider any bidding questionnaire received after this date.

Review Phase

Following the deadline to submit the online bidding questionnaire and the Hosting Agreement, FIH will contact each bidding NA to clarify any questions that arise from the submitted bids. Once any pending questions have been satisfactorily answered, the FIH Management Team will review the bids received for the FIH Hockey5s World Cup 2023 events and will provide its result and recommendation to the FIH Executive Board. The FIH Executive Board will take the final decision on the 2023 hosts.

Announcement

The announcement of host(s) is scheduled to be made during the FIH Congress in May 2021. Once successful hosts are announced, FIH will countersign the Hosting Agreement for it to take effect.



5. Commercial obligations and rights summary

Hockey5s World Cup 2023 LOC Commercial Obligations and Rights	
Obligations	
TV Production	LOC to source and cover the cost of a Host Broadcaster and, in case the Host Broadcaster is not producing the Event, a Production Services company to produce the feed and the facilities for streaming production
Website	Website hosted by FIH, but content partly provided by LOC
Logo	Created by FIH. LOC to use in all promotional and marketing materials and activities
Event Look and Feel	Created by FIH. LOC to implement in line with branding manuals and guidelines
Event branding	Including media backdrop, scoreboards, technical table, video board, team benches, roll ups, welcome arches, medal podium, posters
Perimeter boards	Production and installation of all sponsor boards.
Additional sponsor branding	Paid by sponsor
Umpire and technical Officials Uniforms	Provided by FIH
Volunteer clothing	Provided by host, must bear event logo, design to be approved by FIH
Marketing and promotion plan	Including advertising, joint promotions with local media, school and club programmes, press and PR campaign
Official programme	In English; additionally, in local languages if desired
Hospitality	VIP Hospitality room for FIH sponsors, VIPs, Event Officials and FIH staff with hot and cold food and drink (branded and very high quality for WC)
LOC Rights	
Ticketing	All ticketing income to be granted to LOC
Hospitality	All hospitality income to be granted to LOC
Host Partner	5 Official Partners
Supplier	3 Supplier
Other sponsor branding opportunities	As agreed by FIH
FIH Rights	
TV & Digital rights	All rights retained by FIH
Presenting partner	Retained by FIH
FIH Partner/Supplier packages	FIH to have 4 Global partners and 3 Global Supplier
Event Licensing rights	Retained by FIH
Other sponsor branding opportunities	As agreed by FIH
Hosting Fee	
Hosting fee payable to FIH	CHF 500'000

The FIH reserves the right to change these terms and conditions at any time without prior notice. In the event that any changes are made, the interested NA shall be informed immediately of the revised terms and conditions.



6. Overview of LOC Technical Obligations

Technical Obligations	
Competition pitches	2 Hockey5s pitch with pitch certificate (FIH Quality Program) and Provided by FIH Partner Polytan
Training pitch	2 Hockey5s Pitches or 1 11-a-side Pitch Within same venue/adjacent to competition pitch
Warm-up and cool down areas	√
Artificial Lighting	If required: min 1500 lux meet broadcast requirements and be included in pitch certificate
Venue and Event Services and Facilities	
Fully functional and operational venue	√
Venue Title	The Venue name should be cleaned of any Sponsor naming.
Fully equipped offices	For FIH staff, FIH Representative, TD, Umpires Managers
Spectator Village	Village aimed at the spectators and thus offering visibility to the various sponsors.
Accommodation	
Officials event hotel(s)	Ideally 1 (more if required), min. 4 stars, with 24/7 welcome desk
Officials team hotels	2 more if required, for teams, at lower cost (one budget)
Accommodation (single room incl breakfast)	For FIH Representative, TV, Umpires Managers, Medical Officer, Media Officer, FIH Events Director
Accommodation (twin room incl. breakfast)	For Technical Officers and Umpires
Broadcast	
Free access to the venue, parking for TV trucks and space for TV production areas	√
Power for broadcast facilities as required: twin generator (i.e. with backup)	√
Overnight security for broadcast facilities	√
Broadcast camera positions incl. scaffolding as approved and agreed with FIH Broadcast Manager	8
Space for a minimum of 2 commentary positions for 2 commentators each	√
Umpire Logging Analysis Room with unrestricted view of FOP	√
Bandwidth webcast of 25 mega symmetric line dedicated	√



Anti-doping and medical	
Anti-doping control station and testing	Dedicated station at venue, lockable, with toilet attached; cost of testing
Fully equipped first aid room, within venue a close to field of play	1 for event personnel, 1 for spectators
Medical doctor on duty	√
Ambulance on site	√
Media	
Media facilities	Media Centre (spacious, well lit, air conditioned/or heated incl. lockers); Press Conference Room (with sound system); Media Lounge; Mixed Zone; Field of Play photographer positions
Seating	
Spectator seating (min. 20% covered)	min 5,000
Sports Presentation	
Video board and operators	√
Sound system	Sound system for which will allow a good and interactive presentation where sounds from the big screen, in stadia music and the MC and announcer can be proposed to the spectator
LED	LED Board to be displayed around the court and an LED tunnel entrance to propose a spectacular entry
Sport Presentation team	To have an experienced team to run the sport presentation including operators, show caller and announcers
Technology	
Internet access	1 LAN and 1 wireless network for Event Officials and FIH Staff and 1 for LOC in offices and meeting rooms, each with min. 4 Mbit upload capacity plus LAN and 2 wireless networks for media with access in Media Centre and seating
Transport	
Local Transport (Dedicated Vehicle/ Driver)	For TD, FIH Representative, FIH President and FIH CEO
Local Transport for other Event Officials, FIH staff	Airport - hotel and hotel - venue (including for official functions if any)
Local Transport for teams staying at official hotels	LOC should provide a dedicated bus to each team participating to the event. (to and from the venue, training...)
Local Transport for media	Media hotel(s)-venue (shuttle)
Travel	
For Event Officials other than FIH Representative	Return, economy, unless appointed by participating NAs
For FIH Representative	Return, economy; (business if +5 hours) flight travel
Visa fees	Reimburse for all Event Officials
Competition Management	
Event Officials	Minimum per diem of €60 (exact amount TBC 12 months before the start of the event)
Protocol and Hospitality	
Hospitality	VIP hospitality room with hot and cold food and drinks with a people capacity of minimum 80. A village for the partners should be created.
Corporate	
Event insurance	Comprehensive 3rd party liability + cancellation / curtailment / rescheduling / abandonment + repatriation



7. Overview of FIH Technical Obligations

Area	Requirements
Legal	Provision of Hosting Agreement and all supporting documentation
Personnel	FIH Personnel to support the Event; Nomination of Event Officials
Competition	Match Schedule
Travel for FIH Staff	√
Accommodation costs for FIH Staff	√
Marketing/ Branding	<ul style="list-style-type: none"> • Branding Guidelines; Event Look & Feel <ul style="list-style-type: none"> • Host to pay for LED system • International marketing campaign <ul style="list-style-type: none"> • Official Event Website <ul style="list-style-type: none"> • Social Media • Sponsor Strip
Broadcast	Overseeing Broadcast production and services
Other	<ul style="list-style-type: none"> • FIH Academy & Development Programmes <ul style="list-style-type: none"> • Uniforms for Officials

8. Useful Documents & FIH Contact

The following list of documents (in addition to those mentioned under section 2) should be considered supplementary to this bid manual and the online bidding questionnaire. It is recommended that any NA submitting a bid to host an FIH event should also be familiar with these documents:

- FIH Rules of Hockey5s;
- FIH Top Tier Tournament Regulations;
- FIH Medical Officers Manual;
- FIH Anti-Doping Rules and WADA World Anti-Doping Code.

The above documents are available from the official documents section of the FIH website at this link: <http://www.fih.ch/inside-fih/our-official-documents/>

These documents are updated from time to time and should be checked regularly.

For further information or any inquiry you may have, please contact Ms Gabrielle van Zwieten, FIH Events Director, at gabrielle.vanzwieten@fih.ch Tel.: +41 21 641 06 34.



9. Legal Provisions

Nothing contained in this bid manual and in the online bidding questionnaire shall be construed as any form of commitment by FIH to proceed with a bidding NA. FIH reserves the right to short-list or reject a bid at any time and no reasons need to be given.

FIH reserves the right at any time and without giving any reason to amend the bidding process if it deems in its sole discretion that such amendment is necessary or desirable.

The bidding NAs shall keep the terms of this bid manual and the online bidding questionnaire, the bidding process and all related documents confidential, however it is understood that Bidder will have discussions with public authorities and potential partners during the bidding process.

Each bidder is solely responsible for all costs which it incurs in connection with the bidding process and, in particular, the preparation of its bid and any related documentation.

Any and all disputes arising out of or in relation to this bid manual and the online bidding questionnaire or the bidding process, contemplated thereby shall be subject to Swiss law and the exclusive jurisdiction of the competent courts in Lausanne (Switzerland).

Any attempt by any bidder to unduly influence FIH or any representative or affiliate of FIH (for example, by offering an advantage or inducement which is not related to the bid proposal) in the process of the examination or evaluation of the bids or in any decision taken in respect of the bids, may result in the rejection of the bids of the relevant bidder.