



Bidding Guidelines for 2023 EUBC Balkan Elite Men's and Women's Boxing Championships

October 2022

I. Introduction

It is a great pleasure to announce the bidding for the 2023 EUBC Balkan Elite Men's and Women's Boxing Championships. This 1st edition of this EUBC event in 2023 for Elite Men's and Women's boxers from the Balkan countries will become an annual EUBC competition and will be a great opportunity to show the talent, boxing skills at the top level and to give a significant increase of popularity and engagement of boxing in the host country.

The bidding process for this EUBC event is open for the following Balkan countries: Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Greece, Kosovo, Montenegro, Moldova, North Macedonia, Romania, Serbia, Slovenia and Turkey.

II. About the Event

A. Official Event Name

EUBC Balkan Elite Men's and Women's Boxing Championships (Name of Chosen City) 2023

B. Tentative Dates: November - December 2023

Day 1	Arrivals + Sport Entries Check
Day 2	Technical Meeting and Official Draw
Day 3–7	Preliminaries
Day 8	Quarter Finals
Day 9	Rest Day
Day 10	Semi-Final Bouts
Day 11	Final Bouts
Day 12	Departures

C. Weight Classification

Elite Men (13 Weight Categories): 46 – 48 kg, 51 kg, 54 kg, 57 kg, 60 kg, 63,5 kg, 67 kg, 71 kg, 75 kg, 80 kg, 86 kg, 92 kg, 92 + kg;

Elite Women (12 Weight Categories): 45 – 48 kg, 50 kg, 52 kg, 54 kg, 57 kg, 60 kg, 63 kg, 66 kg, 70 kg, 75 kg, 81 kg, 81 + kg.

D. Age Classification

Elite Men and Women: 19 – 40 years old based on the "Year of Birth" (January 1, 1983 – December 31, 2004)

E. Competition Format

Three (3) rounds of three (3) minutes each (one minute rest between rounds)

F. Number of Officials

a. 1 ring

- i. Technical Delegate: 1
- ii. ITOs: 9
- iii. R&Js: 15

b. 2 Rings

- i. Technical Delegate: 1

ii. ITOs: 18

iii. R&Js: 25

G. Expected Number of Boxers

Approximately between: 200 – 250 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. Representations and warranties

EUBC requires the Championships to be financially sustainable, preferably with a third party financial guarantee, and the budget to be correctly drawn according to the financial resources. EUBC also requires a letter of support and/or endorsement by the NOC.

The budget shall be accompanied by the following guarantees:

- Provision of a financial guarantee of third parties
- Letter of support/endorsement from the NOC
- 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 the Budget and the supporting documents

D. Previous Hosting Experiences

In your proposal, please introduce proven records of hosting any IBA, EUBC 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, or more according to the expected attendance
- Field of Play (FOP) with space for two rings
- Sufficient spaces for meeting rooms and offices, including a dedicated EUBC office
- Jumbo screen(s) and scoreboard
- Space for at least 3 separate lounges (ITOs, R&Js, VIPs)
- Separated locker rooms for Men and Women Boxers
- Space for warm-up area
- Anti-doping and medical rooms
- 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
- Locker 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 three (3) different level hotels for the following groups of participants:

1. *EUBC/IBA 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:*
 - Technical Delegate, ITOs, R&Js, EUBC Secretary General and Staff
 - 3- to 4-Star hotel
 - 1 suite for the Technical Delegate (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 single or double occupancies (to be covered by NFs); for R&Js, room rate in single or double occupancy must be the same as for Team Delegations
 - 3 single rooms 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
 - 1 conference room

3. *Team Delegations' Hotel:*
 - 3-4 Star hotel
 - Estimated number of all delegations: 400–500 people
 - Room rate range for single occupancy: max 90 EUR per person/day
 - Room rate range for double occupancy: max 70 EUR per person/day
 - Room rate range for triple occupancy: max 60 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 photos and room rates for VIPs
- EUBC Officials' Hotel: Please provide photos
- Team Delegations' Hotel: Please provide room rates per person following the number of guests in each room (single, double or triple 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 100 to the Technical Delegate and EUR 75 per person to all ITOs. The number of days should include the arrival and departure days within the Championships Period.

J. Event Host Fee

K. The EUBC requires the submission of a proposed Host Fee amount, which should be any amount above the minimum required, which is 3.000 EUR.

L. 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 Technical Delegate (only for long distance travel)
- Economy class airline tickets for the EUBC Secretary General and EUBC Competition Manager
- Up to 2 economy class airline tickets for EUBC Staff
- All airline tickets for the ITOs

M. 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
- Programs to improve popularity and practice of boxing in the Host Country
- Marketing strategy to promote the Event, including sponsorship opportunities
- Programs for accompanying guests
- Opening / closing ceremonies
- Award ceremonies

II. 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. An electronic copy of the original bidding document should be submitted to EUBC Office at eubc.office@gmail.com
5. 2 hard copies of the original bidding document should be sent to EUBC Headquarters in Assisi, Italy, in a sealed envelope, via courier services (see below points IV and V)

IV. Timeline

Date (2022)	Process
December 10	Deadline for Letter of Intent (LOI) and completed Bidding document to be sent to the EUBC Office
December 16	Final decisions will be taken by EUBC Board of Directors

V. Contact Details

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

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

2. Letter Of Intent (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 – Referees & Judges	LOC / NF
Flight tickets – Team Delegations	Participating NFs
Flight tickets – Accredited media	Media
Local transportation for all participants, officials and staff	LOC / NF
ITOs and R&Js per diems	LOC / NF
ITOs and R&Js visa costs	LOC / NF
Accommodation (full board) – EUBC President	LOC / NF
Accommodation (full board) – EUBC Officials and supporting staff	LOC / NF
Accommodation (full board) – Team Delegations	Participating NFs
TV Production	LOC / NF
Ticketing	LOC / NF
Insurance	LOC / NF
Scoring system	LOC / NF
Gloves, bandages	EUBC
Medals	LOC / NF
Anti-doping tests	LOC / NF
Security and medical services	LOC / NF
COVID-19 rapid tests (if necessary)	LOC / NF

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 IBA events	<input type="checkbox"/>
• Boxing facts	<input type="checkbox"/>
4. Competition Venue	
• Capacity of 3,000	<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

6. Accommodation

- Information about three (3) official hotels
- Map showing location of hotels

7. International transportation

- Information on major international airports in or near the City
- Estimated travel time from major cities around the world
- Visa requirement guidelines (including fees)

8. Broadcasting requirements (optional)

- Letter of intent from the Host Broadcaster

9. Promotion and ticketing

- Description of commercial strategy
- Description of promotional activities

10. Finances

- Provisional budget

11. Educational Programs (optional)

- Description of the project and actions

12. Additional Proposals

- Additional programs for VIPs
- Programs for rest day
- Opening Ceremony
- Closing Ceremony
- Awards Ceremony

13. Submission Guidelines

- Contents in English
- Presented in A4-size binder
- Two (2) original hard copies of the bid file
- Digital copy of the bid file
- Government support letter