

ICF International Broadcast Services

REQUEST FOR PROPOSAL



INTERNATIONAL CANOE FEDERATION
Hereinafter referred to as: ICF

6th December 2023

Stuart Roach
Global Director, Growth and Communications

Email: stuart.roach@canoeicf.sport

Phone: +44 (0)7770 748408

International Canoe Federation (ICF)

Avenue de Rhodanie 54, CH 1007 Lausanne, Switzerland

canoeicf.com

Table of Contents

Overview 3

Scope of Requirements..... 4

ICF World Cup events in 2024 4

Instructions for Responding 6

Schedule 6

Evaluation 6

Appendices 7

Appendix 1..... 7

Appendix 2..... 7

Overview

The International Canoeing Federation is the world governing body of paddlesport for all Olympic and Paralympic canoe and kayak events and for seven non-Olympic disciplines. The full scope of disciplines governed by ICF is:

- Canoe Sprint
- Canoe Slalom and Kayak Cross
- Paracanoe
- Canoe Marathon
- Canoe Polo
- Wildwater Canoeing
- Canoe Freestyle
- Canoe Ocean Racing
- Dragon Boat
- Stand Up Paddling

ICF membership extends to 171 National Federations, representing more than 15,000 elite level athletes competing across the globe on the international competition circuit which comprises of around 25-35 ICF-sanctioned global events each year, at the other end of the spectrum are millions of recreational paddlers who take part in paddlesport activity across the globe.

In 2023, ICF worked with more than 15 global partners to broadcast eight World Cup events and two World Championships in Sprint and Slalom across linear channels, as well as global streaming of all Olympic-discipline events and the non-Olympic World Championships across the other disciplines.

We have strong ambitions to significantly expand the broadcast distribution network in 2024, an Olympic year, with a view to a wider-reaching integrated broadcast and streaming strategy for the period 2025-28.

This Request for Proposal sets out ICF's minimum requirements for year one (2024), as well as our plans to create an expanded broadcast partnership from 2025 in areas including:

- Linear broadcast and rights
- OTT live streaming
- Digital platforms
- Content strategy, creation and distribution
- Archive solutions
- Social Media
- Sponsorship

Scope of Requirements

We are inviting quotes from partners to broadcast all 2024 World Cup events in Olympic disciplines.

For future seasons, ICF's broadcast partners would be put forward as a preferred bidder for World Championship events in Sprint/Paracanoe and Slalom disciplines, where host broadcaster appointments are the jurisdiction of the host organiser. Host nations are currently confirmed to 2027.

ICF World Cup events in 2024:

- 10-12 May – ICF Canoe Sprint World Cup. Szeged, Hungary
- 24-26 May – ICF Canoe Sprint World Cup. Poznan, Poland
- 30 May – 2 June – ICF Canoe Slalom World Cup. Augsburg, Germany
- 6-9 June – ICF Canoe Slalom World Cup. Prague, Czech Republic
- 13-16 June – ICF Slalom World Cup. Krakow, Poland
- 12-15 September – ICF Canoe Slalom World Cup. Ivrea, Italy
- 19-22 September – ICF Canoe Slalom World Cup. La Seu, Spain

Additional ICF-governed events and one-off competitions, such as Super Cups, may be added following confirmation of awards following bids from host organisers.

Applicants should specify the host broadcast equipment they intend to supply as standard, including estimated costs of supply, rental, transport and associated expenses.

By way of guideline, a typical World Cup event in 2023 included the following technical kit and supplies:

- OB Van and Support truck (production format HD – 1920x1080 50i)
- 7 operational cameras and minimum 1 spare. (Typically Sony HDC-2400 or equivalent)
- 2 camera super-slow motion 75fps-90fps
- 1 Broadcast full HD video mixer (32 inputs minimum)
- 3 M/E – 4DSK – 4 key – Multi-channel DVE
- 3 x EVS Live Slow Motion server XT3 HD (6 inputs/2 outputs configuration)
- 1 x TV crane/Jimmy jib- 9m with remote head (to hold 1 x camera)
- 1 x wireless kit full HD low latency with RCP control (to hold 1 x camera)
- 1 x live drone kit
- Full-capability commentary positions (minimum 3 per event. Cost-per position for additional events)

In addition, applicants should also specify crew and staffing personnel and costs. By way of guideline, a typical World Cup event in 2023 consisted of the following crew:

- Host Broadcast crew (typically Thursday-Monday):
 - Technical Producer/Manager
 - Unit Manager/Engineer in charge
 - Live Director
 - Live Producer
 - Video Engineer
 - Vision Supervisor
 - 2 x Audio/Video Assistants
 - 2 x Drivers/Riggers
- Artistic crew (typically Friday-Monday):
 - 7 x Camera Operators
 - 2 x EVA (slow motion) Operators
 - Crane/Jimmy Jib Operator
 - Drone Pilot
 - Drone Spotter
 - 2 x Shaders
- ICF support/coordination staffing (typically Wednesday-Monday) and tech
 - 4 x reporting team (including kiss-and-cry)
 - Quality control and live production crew support
 - Live coordination (rundowns, scheduling, commentary positions etc)
 - Point-to-point live transmission system management
 - Live streaming encoders (three-day transmissions)
 - Off-site editor (news/B-roll) and MCR operator

NB: Applicants should highlight areas where they believe savings in personnel and costs might be made, without impacting on quality of broadcast and streaming offered.

Instructions for Responding

Schedule:

Intention to submit	11 December 2023 By email to stuart.roach@canoEICF.sport
RFP questions	15 December 2023 By email to stuart.roach@canoEICF.sport
Submission of proposal	8 January 2023 By email to stuart.roach@canoEICF.sport
Invited presentation	From 22 January 2024 In person: Avenue de Rhodanie 54, Lausanne, Switzerland Option to present by Video Conferencing

Evaluation:

When evaluating all proposals, ICF will take the following into consideration:

- Proven experience of delivering live broadcast from major sporting events
- Competence and technical expertise
- Cost effectiveness and ability to advise on areas to reduce budget (without significant impact on broadcast quality)
- Live streaming capabilities and delivery
- Ability to expand services into a wider-reaching partnership strategy and delivery to include content, digital services and social media, as well as live broadcast and streaming
- The application should also consider sustainability and we will look favourably at those that put forward solutions with remote broadcast and innovative solutions to reduce on-site personnel.

All proposals should be in keeping with ICF's [Fit For Future Strategic Plan 2022-24](#), as well as our Core Values, as follows:

- **Leadership** - We take collective responsibility for the sport and inspire through innovation and shared purpose.
- **Excellence** - We strive for high standards in all areas of paddle sport worldwide.
- **Integrity** - Consistently acting in accordance with high ethical values, mutual respect and honesty.
- **Inclusivity** - Acting fairly, impartially, equally and inclusively with respect to race, gender, religion, ability, age, national or ethnic origin.
- **Passion** - We act with enthusiasm, passion, and pride, with a desire to excel in what we do.