



Request for Information (RFI)

Request for Information (RFI) for: Providers of Signage and Dressing services
(FIFA World Cup Qatar 2022™)

Issue Date: 20th July 2020



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1. Disclaimer

This Request for Information (RFI) does not create any obligation, either express or implied, that:

- Any tender or procurement process will proceed; or
- If a tender or procurement process does proceed, that the participant's tender or other form of application (if any) will be given any preference or special consideration.

Participants are still required to follow any tender or procurement process that may take place.

This RFI does not indicate a commitment to any particular course of action.

2. Introduction

2.1 FIFA

The Fédération Internationale de Football Association, based in Zurich, Switzerland, is the international governing body of football, futsal and beach soccer, comprising of 211 member associations grouped into six confederations.

FIFA's activities extend far beyond its broad spectrum of international competitions, headed by the FIFA World Cup™. FIFA also provides material, financial and promotional resources for developing the game around the world, and offers underprivileged communities support. For more information on FIFA and its competitions, please visit the official website at www.FIFA.com.

3. Structure of RFI

3.1 Background

The FIFA Stadium and Infrastructure Department is seeking information from experienced providers of signage and dressing services for global temporary events who may wish to partake in any potential future tender and procurement process for FIFA World Cup Qatar 2022™.

FIFA will undertake a comprehensive signage and dressing programme of all eight competition venues, multiple non-competition venues, ancillary events and miscellaneous projects associated with FIFA World Cup Qatar 2022™. FIFA are exploring the current market capability of suppliers who possess the experience and resources to deliver a signage and dressing programme of this scale and profile in part, or in full.

3.2 Purpose

This RFI is an information gathering process in which the FIFA Stadium and Infrastructure Department seeks to collect information, references and details of resources from providers of signage and dressing services. It is currently intended that this RFI will be utilised to aid the assessment of which providers

currently have the resources and experience to deliver the services required for the FIFA World Cup Qatar 2022™ signage and dressing programme, and therefore be included in any subsequent tender process.

3.3 Opportunity to demonstrate services and ideas

The FIFA Stadium and Infrastructure Department view this Request for Information as an opportunity for providers within the industry to demonstrate their ability to deliver signage and dressing services for FIFA World Cup Qatar 2022™ based on their knowledge and experience of working on similar events and projects. With the full scope of services for the programme set to be relayed within any subsequent tender, at this stage, FIFA welcomes all providers of signage and dressing to contribute proposals and ideas for all types of production and installation services. In particular, FIFA is interested in information from suppliers who can offer services utilising new and cutting-edge technologies to enhance the delivery of the signage and dressing programme.

It is requested that respondents provide information for all categories under section 5.1 to allow full assessment of capability and resource. Please note that while this RFI process is independent from any subsequent procurement process, participation from potential suppliers who wish to be considered for future involvement is mandatory.

4 Response section

Your answers may include as much or as little detail as you feel is necessary. Additional information on matters or issues not raised is welcomed.

5 Project scope

5.1 Response

Respondents are asked to provide the information as detailed in the following five categories. It should be noted that it is likely that only companies with existing or proposed production facilities and resources within Qatar will be considered for further inclusion within any subsequent tender process:

1. Full detail of range of services available to service the signage and dressing programme for FIFA World Cup Qatar 2022™.
2. A minimum of three and maximum of five references including proof and description of services provided, outlining experience in the provision of signage and dressing services for events of a similar scale and profile as FIFA World Cup Qatar 2022™.
3. Detail of proposed or established infrastructure within Qatar to facilitate the production and/or installation of signage and dressing materials for FIFA World Cup Qatar 2022™.
4. Proposed provisional organisational chart (all staff to be English-speaking and trained sufficiently to provide services).

5. Declarations from governmental bodies as well as annual financial reports or accounting figures from the last three years as form of proof of financial integrity;

5.2 Schedule, Questions and Requests for Clarification

The proposed schedule regarding all deadlines for this Request for Information is as follows:

Date	Milestone
Monday 20 th July 2020	Request for Information (RFI) issued by FIFA
Monday 27 th July 2020, 5pm (CEST)	Deadline for submission of questions or requests for clarification to FIFA
Wednesday 5 th August 2020	Q&A to be shared anonymously with all participants
Wednesday 12 th August 2020, 5pm (CEST)	Deadline for submission of responses to Request for Information to FIFA

Please submit any questions, requests for clarifications about this RFI and final submissions in writing to the Project Manager by the deadline identified in the above schedule. Please note, each provider will be limited to providing one communication of questions or requests for clarification. Preferred method of submission for any communication related to this RFI is email.

6 Project contact

Attention of James Kershaw, Senior Signage and Dressing Manager, james.kershaw@fifa.org

Copy to Michael Koenig, Senior Category Manager, Michael.koenig@fifa.org