

BID MANUAL & BID OBLIGATIONS

FIH INDOOR HOCKEY WORLD CUP 2025



FIH
INDOOR
HOCKEY WORLD CUP

VERSION 1.0

International Hockey Federation
Rue du Valentin 61, CH-1004 Lausanne, Switzerland

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INTRODUCTION

The FIH Indoor Hockey World Cup is a fast and exciting event! A total of 12 Men's and 12 Women's National Indoor Hockey teams will go head to head to be crowned World Champions in what proves to be a highly popular and compact event. With fierce competition between teams from all five Continents eager to lift the precious FIH Indoor Hockey World Cup trophy, this is the world's greatest Indoor Hockey competition.

The FIH Events Department is pleased to provide this bid manual & Hosting Obligations to National Associations ("NAs") that are interested in hosting the FIH Indoor Hockey World Cup 2025. This document provides key facts and information about the event and about the bidding process through the following sections:

SECTION	CONTENT
1. Introduction	
2. Event Explanation	explains details around this event incl. qualification and competition format;
3. Process & Instructions	explains what your National Association must do to submit a bid to host the FIH Indoor Hockey World Cup 2025;
4. Commercial Rights & Broadcast	highlights the commercial rights that will be granted to the NAs and the broadcasting requirements;
5. Hosting Agreement	explains the agreement that will be signed by both parties;
6. Useful Documents	lists reference documents that may assist your understanding and preparation of your bid;
7. Financial	explanation hosting fee
8. Legal Provisions	explains the legal terms of the bidding process;

FIH Contact

FIH provides further documents for a more detailed understanding on the requirements with regard to the event upon request (refer to section 3). For more information, and for any inquiries you may have, please contact the FIH Events Director Gabrielle van Zwieten.

E-mail: gabrielle.vanzwieten@fih.hockey

2. EVENT EXPLANATION

2.1 Qualification

Each continent will be represented in the FIH Indoor Hockey Women's and Men's World Cup tournament by at least one of its countries, irrespective of whether or not a qualification tournament is held. The following teams are entitled to take part in the FIH Indoor Hockey World Cup 2025 for each gender:

1. Host Nation: 1 quota
2. Continental Qualifications : 5 quotas
3. Teams Qualified via quotas awarded following the FIH Indoor Hockey World Cup 2023. The Top 6 teams in the FIH Indoor Hockey World Cup 2023 will grant an additional quota to their respective Continental Federations, not to a specific team. The Teams that will fill these additional quotas will also come from the Continental Championships: 6 quotas
 - a. Women: Netherlands (EHF), Austria (EHF), Czech Republic (EHF), South Africa (AfHF), Belgium (EHF), Ukraine (EHF).
 - b. Men: Austria (EHF), Netherlands (EHF), Iran (AHF), USA (PAHF), Belgium (EHF), South Africa (AfHF).

Therefore for the women, Europe have 5 additional quotas and Africa have 1 additional quota. For the men, Europe have 3 additional quotas, Africa have 1 additional quota and Asia have 1 additional quota.

2.2 Competition Format

The FIH Indoor Hockey World Cup will be played every four years. However due to postponement of the 2021 FIH Indoor Hockey World Cup till 2023 (due to Covid19) the last edition was organized in February 2023.

Teams

For each gender, 12 teams are participating in the event.

Match Schedule

The FIH Competitions Committee will review the match schedule following the FIH Indoor Hockey World Cup 2023 to confirm if any adjustments are required.

The standard match schedule comprises for each gender

- Two (2) pools of six (6) teams each
- a total of 40 matches per gender incl.

○ 5 pool matches for each team	30 matches
○ Classification matches 9-12	2 matches
○ Quarter-finals	4 matches
○ Semi-finals	2 matches
○ Gold & bronze medal match	2 matches

The above is foreseen to be played across four (4) – five (5) days with up to 24 matches per day for a joint event played on two pitches.

The full competition format will be communicated following the review of the Competitions Committee. FIH is responsible for the formulation of the match schedule but liaises with the Host NA about the sequence of match and rest days, the match times for each day's/session's play, the sequence of matches within each day/session etc. to ensure the schedule not only reflects any broadcast requirements but also considers local circumstances and helps to maximise spectator attendance.

2.3 Event Dates

The joint event with the Men's & Women's competitions are scheduled to be played from 3rd – 9th February 2025.

2.4 Venue

The Host NA is obliged to provide:

- A fully operational, functional clean venue with two competition pitches (ideally also with one training pitch (or alternatively warm-up/cool-down area) from 3 days prior to event;
- Incl. all necessary permanent and temporary infrastructure, internet and technical equipment for all stakeholders (teams, staff, spectators, media, broadcasters, commercial partners, anti-doping); Incl. seating for a minimum of 2,500 spectators at both pitches.

2.5 Event Officials / Personnel

All Event Officials will be appointed by the FIH Officials Committee. Appointments of Event Officials will mainly come from the same Continent and surrounding countries in order to reduce the costs as much as possible. Those will be as follows (for each gender):

- 2 Technical Delegate
- 1 FIH Medical Officer
- 8 Technical Officials
- 2 Umpire Manager
- 20 Umpires

The Host NA is obliged to reimburse FIH Technical Officials of visa costs and provide them with return travel/flight tickets, accommodation, transportation and a per diem (Equivalent to 60,00 EUR).

The Host NA is obliged to have qualified and dedicated personnel to ensure fulfilment of Host's obligations and to run the event

2.6 Services

2.6.1 Accommodation

Contingents of rooms in at least three official hotels that can be booked by teams, FIH Technical Officials, FIH Staff, FIH Representative, commercial guests, media and broadcast partners.

2.6.2 Flights

As mentioned above the Host NA must provide return travel tickets for all FIH Technical Officials, except the FIH Representative and FIH Staff – participating teams are responsible to arrange and cover their return travel tickets themselves.

2.6.3 Transportation

The Host NA is responsible and obliged to organise the following transportation:

- Transportation from airport to hotel and vice versa for Teams (with Team-dedicated buses), FIH Technical Officials, FIH Officials, FIH Staff and the FIH Representative
- Transportation from hotel to venue and vice versa for Teams (with Team-dedicated buses), FIH Technical Officials, FIH Officials, FIH Staff, FIH Representative, FIH Commercial Partners and Guests, VIPs.
- Regular shuttle bus between hotel and venue for Media and Broadcast.

2.6.4 Marketing & Communication

The Host NA is required to produce:

- All promotional materials (including, but not limited to, all official advertising, TV commercials, posters, flyers, billboards and banners etc.);
- All print materials (including, but not limited to, Event stationery, tickets, passes, accreditations, press releases etc.);
- All Event branding materials which are a very important factor in communicating a coherent and professional image, look & feel (including, but not limited to, off-site branding such as billboards around the city and branding of Event vehicles as well as on-site branding such as boards, flags, fence scrim, uniforms etc.);
- All Event signage (including, but not limited to, directional signage, informational signage [such as prices at catering outlets] and recognition signage [such as sponsor recognition]).

FIH has the right to develop and employ a mascot for and at the Event. Further to facilitating the supply of any mascot merchandise items, the Host NA must support all activities with the mascot on-site including but not limited to promotion activities, sweepstakes and photo opportunities. FIH will advise on what print and/or promotion materials the mascot image needs to be included.

All aspects of the official online presence of the Event are overseen and managed by FIH including, but not limited to, the Event website on the FIH website, social and digital media channels (Facebook, Twitter, Instagram, YouTube, FIH OTT platform etc.).

2.6.5 Other services

The Host NA is obliged to plan for appropriate safety, security, medical, technology and spectator services as well as sport presentation.

The Host NA is also obliged to organise accreditation passes for teams & all relevant stakeholders.

3. PROCESS & INSTRUCTIONS

3.1 Bidding Documents & Questionnaire

Bidding to host the FIH Indoor Hockey World Cup is open to all National Associations with manageable and appropriate level of event delivery and presentation. 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 Event Manual and the documents listed therein.

Upon request, FIH will distribute to those NAs who have expressed their interest in bidding for the FIH Indoor Hockey World Cup 2025 the following documents:

- Bid Manual – FIH Indoor Hockey World Cup 2025
- Bid Obligations – FIH Indoor Hockey World Cup 2025
- Event Manual – FIH Indoor Hockey World Cup 2025;
- Hosting Agreement – FIH Indoor Hockey World Cup 2025.

These documents are essential for the interested NAs to understand the requirements of hosting a FIH Indoor Hockey World Cup event and will be part of the bidding process as well as the preparation phase for the NA(s) selected. Please contact the FIH Events Director Gabrielle van Zwieten at gabrielle.vanzwieten@fih.hockey to request the necessary documents or for any inquiries you may have regarding the bidding process or the event.

Further to the above, interested NAs are required to complete and submit the bidding questionnaire indicating which event they are interested in hosting (Men, Women, joint, either) and showing their ability to effectively host the event.

The bidding questionnaire can be accessed through the following link:

https://fih.formstack.com/forms/fih_ihwc2025_bid_questionnaire

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

Bids for a joint event are being sought for the Men's and Women's competition although bids for a single-gender event will be considered as well.

3.2 Timeline

Bidding Questionnaire

The deadline for submission of the completed bidding questionnaires and supporting documents is **30 September 2023**. FIH reserves the right not to consider any bidding questionnaire received after this date.

Review Phase

Following the deadline to submit the 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 will review the bids received for the FIH Indoor Hockey World Cup 2025 as detailed in the evaluation process. The outcome will be submitted to the FIH Bid Task force which will study the documents and make the recommendation to the FIH Executive Board. The FIH Executive Board will make the final decision.

Announcement

The announcement of host(s) is scheduled to be made during the FIH Executive Board Meeting 2023 in October/November.

Once successful hosts are announced, FIH will countersign the Hosting Agreement for it to take effect.

4. COMMERCIAL RIGHTS & BROADCAST

4.1 Commercial Rights

The following packages are allocated and may be sold respectively by FIH and the Host NA for the event – details of the sponsorship rights and benefits contained in these packages can be found in the Event Manual (section 12). The categories available are stipulated in the Hosting Agreement.

The following packages are allocated and may be sold respectively by FIH and the Host NA for the event:

	FIH	Host NA
Global Leadership Partner	1 package	
Global / National Partner	4 packages	5 packages
Global / National Supplier	3 packages	3 packages

The corresponding split of rights & benefits is as follows:

FIH INDOOR HOCKEY WORLD CUP 2025										
COMMERCIAL RIGHTS MATRIX										
	FIH					HOST NA				FIH+NA Total
	Global Leadership Partner	Global Partner	Global Supplier	FIH / Event	Total	National Partner	National Supplier	Host	Total	
PARTNERSHIP RIGHTS	1	4	3	-	8	5	3		8	16
Product category exclusivity (including advertising, sales, services, promotion, etc.)	on selected categories	on selected categories	on selected categories			on selected categories	on selected categories	on selected categories		
Designation	Global Leadership Partner	Global Partner	Global Supplier			National Partner	National Supplier			
Use of Composite Logo in promotion and communications	X	X	X			X	X			
ON-SITE BRANDING AND PROMOTION										
PERIMETER BOARDS										
LED boards full ring (if available) in minutes (60 mins per match)	5	15	4		24 min	13	3		16 min	40 min
Second tier branding (if available)	40%				40%	60%			60%	100%
GOALS										
Inside goal boards (both goals)						X (1 partner only)				
Outside goal boards (both goals)	X (1 partner only)									
CAM CARPETS/ FLOOR STICKERS										

Goal-side positions inside circle penalty corner position		2			2					2
Goal-side positions inside circle non penalty corner position						2			2	2
Penalty corner positions outside circle	2				2					2
Non Penalty corner positions outside circle							2			2
BACKDROPS										
Media backdrops	12%	12%			60%	8%			40%	100%
Video umpire backdrop	50%			50%	100%				0%	100%
OTHER PITCH-SIDE BRANDING ELEMENTS										
Player walk-out branding, e.g. wedges – may vary depending on event presentation as defined by FIH; sizes and locations to be mutually agreed		50%			50%		50%		50%	100%
Rebound Boards		60%			60%		40%		40%	100%
Sin bin branding		50%			50%		50%		50%	100%
Team benches	1 only					X				
Corner flags (4)				Event Logo						
Match balls				Event Logo						
SPORTS PRESENTATION BRANDING										
Video board branding				Event Logo						
Ball pick-up podium as players enter pitch				Event Logo						
Trophy podium				Event Logo						
Tunnel Event branded / entrance branding				Event Logo						
Branding on cheerleader podium and costumes				X	50%	X			50%	100%
AUDIO / VIDEO ANNOUNCEMENTS										
In-Venue announcements	X	X	X			X	X			
Advertising on video board	X	X	X			X	X			
IN-VENUE ACTIVATION										
Activation for crowd entertainment		50%			50%		50%		50%	100%
Half-time activation		up to 4 FIH partners				up to 4 Host NA partners				
Contest and promotions	X	X	X			X	X			
PRODUCT DISPLAY										

Display stand, trade stand and/or sales area/spectator plaza (min 50 sqm)	X	X	X			X	X			
Product display	X(1 partner)					X (1 partner)				
Spectator give-aways	X	X	X			X	X			
PRINT MATERIALS AND ON-LINE PRESENCE										
Print materials (Event stationery, accreditation, press releases, press passes/accreditation, hospitality passes, match tickets etc.)	X	X	X			X	X			
Promotional material (Event advertising, posters, flyers etc.)	X	X	X			X	X			
Page/s in official Event programme	1 full page (inside front page)	1 full page	1/2 page			1 full page	1 full page	1/2 page		
Logo presence on FIH event page with hyperlink	X	X	X			X	X			
UNIFORMS										
Event Officials' uniform branding	X		1 partner	as needed						
Ball Patrol's uniform branding				as needed		X + Event Logo				
Volunteers' uniform branding						X + Event Logo				
Flag Bearers' uniform branding						X + Event Logo				
Children escorting the teams				FIH Discretion						
Ball deliverers uniform children who walk on pitch with umpires, collect ball from plinth – subject to sport presentation branding to be approved by FIH				FIH discretion						
AWARDS / CEREMONIES										
Player of the Match						X				
Best Player		X								
Top Scorer	X									
Other awards				as needed						as needed
Opening / closing ceremonies representative	as needed					as needed				
Medal ceremony podium Event branded	as needed					as needed				
LICENSING										

Event merchandising				X					
Event mascot branding				as needed					
TICKETS / PASSES									
VIP tickets per day	80			80	TBD	TBD	TBD	TBD	
General Admission tickets per day	100			100	TBD	TBD	TBD	TBD	
VIP parking tickets per day	10			10	TBD	TBD	TBD	TBD	
VVIP parking tickets per day	8			8	TBD	TBD	TBD	TBD	
Option to purchase a certain number of tickets at discount of face value	X					X			
Dedicated hospitality area and construction of hospitality unit with sponsor branding in own tent	X					X			
Staff accreditation to manage on site activation	X					X			

Please note: FIH reserves the right to add new commercial rights for the events. Any deviation from the rights mentioned in the table above by the Host and/or its commercial partners should be approved by FIH in writing prior to the event. No new branding assets around the field of play will be allowed without prior approval from FIH in writing. Mascots and event merchandising is FIH exclusive right.

For the fanzone/partner stand activation area, the host must provide the tent/space, internet and electricity connectivity at no cost to FIH.

The Host NA must deliver the following:

- The FIH + Host NA commercial rights as above incl. the production of required assets (e.g. perimeter boards, media backdrops, event programme, etc.)
- Certain tickets (VIP + general admission) to FIH and its commercial partners free of charge and/or at reduced price
- Hospitality and catering services/facilities at the venue

4.2 Broadcast

- All domestic and international broadcast, video and online rights are the property of FIH;
- All matches will be live stream on the FIH OTT platform Non-exclusives passes behind the paywall – matches will be broadcasted Worldwide .
- The host NA to ensure to cover the full cost of the broadcast Production and World fee delivery (Satellite or IP) and streaming srt/rtmp ONSITE. (Please follow FIH Broadcast guidelines)
- Talent/commentators
- The host NA is entitled to work with a host broadcaster to offset production cost.
- The host will acquire Broadcast Rights of the IWC Within the territory.

The Host NA and production company is to provide all reasonable assistance in fulfilling any commitments and obligations to any Right broadcaster for services and facilities at the Venue following the guidelines of FIH Event & Broadcast

WF- Talent -

- 1- Presenter
- 2- 2 or 4 TBC-x lead commentators
- 3- 2 or 4 TBC X expert commentator

Edit Suite (Content creation)

- HL, teaser, Momentous , goals , safe– (To upload to FIH Archive)

Full equipped “Montage isle”

1 x 2 editors

5. HOSTING AGREEMENT

The Hosting Agreement is available along with other bidding documents (refer to section 3). The Hosting Agreement is to be signed by the NA once finalised and to be returned to FIH on or before **30th July 2023**.

The Hosting Agreement will be counter-signed by FIH upon the successful award of the event to the Host NA. The Host NA makes an unconditional and irrevocable offer to FIH to host the FIH Indoor Hockey World Cup 2025 and agrees to cooperate with FIH in accordance with the terms and subject to the conditions set out in the Hosting Agreement.

All material comments on the draft Hosting Agreement should be provided at this stage as they will be taken into account by FIH during the evaluation of the bids. Any attempt by an NA to introduce further material comments to the Hosting Agreement template after the submission would require FIH to re-evaluate the relevant bid.

6. USEFUL DOCUMENTS

The following list of documents (in addition to those mentioned under section 3) should be considered supplementary to this bid manual and the 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 Indoor Hockey;
- FIH Indoor Tournament Regulations;
- FIH Indoor Hockey World Cup Field of Play Specifications
- 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.

7. FINANCIAL

Hosting Fee

In return for the award of the event and the commercial rights to be allocated to the Host NA, the minimum net hosting fee for a joint FIH Indoor Hockey World Cup event is Swiss Francs (CHF) 100'000. (CHF 50'000 for the Men's and CHF 50'000 for the Women's Event).

8. 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 NAs will have discussions with public authorities and potential partners during the bidding process.

Each bidding NA 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 bidding NA 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 NA.

Insurance:

Host NA must ensure to take the following insurances:

- Third-party liability insurance (min. CHF 1,500,000)
- Cancellation / curtailment / rescheduling / abandonment insurance