



INTERNATIONAL LIFE SAVING FEDERATION

Gemeenteplein 26 – 3010 Leuven - Belgium
Tel: +32/ (0)16 896060 - Email: ils.hq@telenet.be - Web: <http://www.ilsf.org>

To: Event Organisers
Host Cities
ILS Full Member Organisations

Cc: Members of the ILS Board of Directors

Subject: Invitation to bid for the rights to host the 2022 Lifesaving World Championships

Leuven, 28 February 2017

Dear,

The Lifesaving World Championship (LWC) is the most important competitive event on the calendar of the International Life Saving Federation (ILS). The LWC must satisfy many requirements, most significantly the needs of the ILS members and the goals of the organisation.

The ILS Board of Directors is seeking bids to host the 2022 Lifesaving World Championships (abbreviated "LWC 2022"). The ILS is determined to ensure a professional and transparent system in selecting future hosts of the World Championships. The process is as follows:

Bidding/Hosting Organisation

The Bidding/Hosting Organisation shall be:

- A National Lifesaving Federation who is a Full Member Federation/Organisation of ILS, or
- A Host City/Group/Agency/Organisation, preferably in co-operation with an ILS Full Member.

Bid Timing for the 2022 Lifesaving World Championships

Date	What
Before 01 March 2017	ILS formal call for Bids for the LWC 2022. The bidding documents are mailed to all ILS Member Federations/Organisations and to any interested Host City/Group/Agency, and are made available on the ILS web site.
15 July 2018	Bids for LWC 2022 close.

	<p>Each bidding organisation must provide before the closing date the following:</p> <ul style="list-style-type: none"> • An official letter from the bidding organisation informing ILS that it is a candidate to be included in the final bidding organisation list. • The Bid Form and Budget Form and all requested annexes duly completed and signed by two authorised signing officers of the bidding organisation. • The payment of a non-refundable 8,000 Euro bid evaluation fee before the deadline of 15 July 2017 – 24.00 hours Central European Time. This fee will cover the cost for accommodation, meals, local transportation for the Bid Evaluation Committee members and administration support costs of the site visit and bid evaluation process administration. <p>The ILS Bank account is: BNP Paribas Fortis Bank Address: Diestsesteenweg 99, 3010 Leuven, Belgium Swift code: GEBABEBB Account number (IBAN): BE91 0012 4219 9376</p> <ul style="list-style-type: none"> • A commitment to cost-share, with other Bidders, airfares for Bid Evaluation Committee travel (in economy class). <p>A bid will be considered invalid if one or more of the above requests are not fulfilled before the set deadline.</p> <p>Relevant attachments that support the Bid can be mailed later.</p>
<p>From 15 July to 15 August 2018</p>	<p>The ILS Bid and Oversight Committee:</p> <ul style="list-style-type: none"> • Scrutinises the bid documents received to check their validity. If some clarifications are needed, the Bidders will be informed thereof in writing. • Composes the Bid Evaluation Committee that will include at the minimum three persons that can be present at all bids. • Defines, with the Bidders, the Bid inspection periods.
<p>From 15 August to 15 October 2018</p>	<p>The Bid Evaluation Committee will do the bid inspection that includes:</p> <ul style="list-style-type: none"> • Site visits of the competition, alternative and training pools, the competition and alternative beach, the briefing and meeting sites, the accommodation venues for delegates, technical officials, team officials and competitors, etc. • Formal bid presentation: the Bidding Organisation must make the formal bid presentation. • During the bid inspection, written feedback will be given directly to the bidder on areas of strength and weakness, and areas where deficiencies are present and where improvements must be made (i.e. unsuitable pool, insufficient meeting space, etc.). • Before the departure of the Bid Evaluation Committee, answers must be received in writing on the potential remedial actions. After the Bid Evaluation Committee have left the venue, they must have all elements in hand and no further communication is made with the Bidder. <p>Each visit will be at least 2 full days of inspection plus arrival and departure days.</p>
<p>From 15 October to 10 November 2018</p>	<p>The Bid Evaluation Committee will evaluate the bids and issue a report to the Bid and Oversight Committee.</p>

November 2018	The Bid and Oversight Committee will evaluate the Report of the Bid Evaluation Committee and issue recommendations to the ILS Board of Directors.
November 2018	<p>The Board will receive the Report of the Bid and Oversight Committee and its recommendations. The Board of Directors will, by secret ballot, vote on the recommendations. After the Board of Director's decision an announcement of the successful Bid will be done.</p> <p>Notes:</p> <ul style="list-style-type: none"> • The Bidding Organisations will not make a presentation to the Sports Commission or the Board of Directors prior to the selection vote on the candidatures. • Feedback will be provided to those who are unsuccessful by the Bid and Oversight Committee Chair.

The timing for the proposed Conferences should minimise any conflict with other major or important ILS events and other like world-wide events.

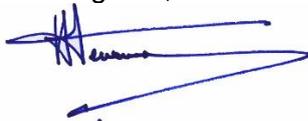
Bidding Documents

The bidding documents are as follows:

- Document 1 – Criteria: This document describes the global criteria of ILS World Championships (see APPENDIX 1).
- Document 2 – Bid Form: This document is the official bidding form that has to be filled in before the deadline of 15/07/2018 (see APPENDIX 2).
- Document 3 – Budget Form: The draft budget that has to accompany the Bid Form (see APPENDIX 3).
- Document 4 – Conduct: This document describes the rules of conduct during the bidding period (see APPENDIX 4).
- Document 5 – Evaluation: This document gives an overview how bids will be evaluated (see APPENDIX 5).
- Document 6 – Agreement: This document is the Agreement that a hosting organisation will have to sign upon selection as the host for the 2022 Lifesaving World Championships (see APPENDIX 6).

Should you have more questions, please do not hesitate to contact the ILS headquarters.

Best regards,



Dr. Harald Vervaecke PhD
Secretary General