

# THE ENGLISH SCHOOL

## CONSTRUCTION AND OPERATION OF PADEL COURTS - TENDER DOCUMENT

**May 2025**

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## 1. SCOPE

The English School (the “School”) desires to engage a private sector entity (the “Operator”) to design, engineer, procure, construct, finance, operate and maintain a number of Padel Courts (“Courts”).

## 2. REQUIREMENTS

### 2.1 Placement of Courts

Requirements:

- a. Construction of (at least) **four padel courts** (two of which must be covered) within the area highlighted in green.
- b. At least one of the existing tennis courts must remain available for School use.

Optional:

In lieu of part of the compensation to the School, the Operator may offer the repair of one or more tennis courts. In such a case:

- The first tennis court to be repaired shall be for the exclusive, non-commercial use by the School.
- Any other unused grounds within the green area may be proposed for repair/upgrade for use by the School and possibly the Operator, if their proposed usage does not conflict with the existing BOT partners' operations at the School.



## 2.2 Allowed days and times of use by the School and Operator

Periods	School	Operator
School days between 25 <sup>th</sup> Aug to 30 <sup>th</sup> June	5am to 4pm	4pm to 11pm
Summer school operations between 1 <sup>st</sup> July to 30 <sup>th</sup> July	5am to 11am	11am to 11pm
Weekends and national holidays between 1 <sup>st</sup> Sept – 30 <sup>th</sup> June Also: <ul style="list-style-type: none"><li>• Xmas – 2 weeks</li><li>• Easter – 2 weeks</li><li>• Half-terms – 3 days end of October, 5 days in February.</li></ul>	-	5am to 11pm
Exception to the above: Exclusive use by the School for up to 3 full weekends per year. The School is obliged to provide a 1-month notice for this use.	5am to 11pm	

These times will be reviewed annually and agreed by both parties.

## 2.3 General Responsibilities of the Operator

- a. Procure financing for the project.
- b. All utility expenses shall be borne by the Operator.
- c. Operate, maintain, repair, renovate and renew the Courts.
- d. Keep the Courts clean, tidy and clear of rubbish.
- e. All design and technical construction documents shall be reviewed and approved by the School before execution/construction. The School shall not be responsible for any error, inaccuracy, or omission of any kind in the design requirements.
- f. Comply with all relevant legislation and acquire all the relevant permits required for the use of the Courts. Any costs and/or fines incurred for the above use and/or for non-compliance with the above legal requirements will be the sole responsibility of the Operator.
- g. Obtain and maintain adequate and appropriate liability insurance.
- h. Avoid any alteration, addition, modification and/or any other changes to the Courts without the prior written consent of the School.
- i. It is not allowed to display any advertisements, signboards, nameplates, inscriptions, banners, placards, posters, signs or notices at or near the Courts or elsewhere in the School's property.

- j. Provide adequate security measures for the protection and security of the Courts.
- k. Transfer and surrender possession of the Courts upon expiration of the BOT agreement.

### 3. TENDER SUBMISSION REQUIREMENTS

#### 3.1 Documentation

Tender submissions must include the following information:

No.	Submission requirements
1	Company Profile: a brief introduction of your company, industry expertise.
2	Proposed contract period. The School would typically expect one or two proposals: (a) a 7-year contract and/or (b) a 10-year contract.
3	Number of proposed padel courts to be constructed (at least 4, 2 of which must be covered). Specifications on quality—such as surface materials, structural design, any branded equipment or systems to be used. Note: all courts must adhere to the International Padel Federation guidelines.
4	Proposed design documents.
5	Any other proposed facilities proposed for construction by the Operator (e.g. changing rooms, restrooms, canteen etc). Note: construction of access road to the facilities and construction/extension of appropriate fencing for protection of the facilities, are the exclusive obligation of the Operator. The same applies for the security of the Courts from 11pm to 5am on a daily basis without exception.
6	Proposed timeline for completion of works.

No.	Submission requirements
7	Analysis on the financial investment proposed.
8	<p>Daily operations:</p> <p>Operator's plans for required resources (e.g. grounds supervisor), assistance/resources that may be required from the School (e.g. changing rooms, rest rooms), any other relevant information.</p>
9	<p>School compensation:</p> <p>In addition to the right of the School to use the Courts as defined in section 2.2 above, the Operator may propose any other forms of compensation, including but not limited to:</p> <ul style="list-style-type: none"> <li>• An annual guaranteed amount</li> <li>• Discounts to School students, parents, staff and School graduates.</li> </ul>
10	The repair/modification of the existing tennis courts is optional and may be incorporated in the bidder's financial model.
11	Any other information deemed relevant.

## 4. TENDER EVALUATION CRITERIA

The selection of the successful Operator will be based on the following criteria (derived from the tender submission requirements per Section 3 above):

No.	Evaluation criterion	Assessment weight
1	Profile: Company profile, industry expertise.	30
2	Technical/Operational: Number and quality of proposed padel courts to be constructed, other facilities, design plans, Operator's financial investment, timeline for completion. Details on daily operations, School's required involvement.	35
3	Financial: Proposed contract period and School compensation.	35
	Weight total	100

The School reserves the right to accept or reject any offer at its sole discretion. This decision is final and binding, and the School is under no obligation to disclose the reasons for its choice.

The School retains the exclusive right to annul the tender process at any point without incurring any liability or obligation to provide justification for such cancellation to the tenderers.

### 4.1 Submission Deadline

Tender submissions must be delivered in **sealed envelope** and placed in the tender box at the School's reception by 2pm on 16<sup>th</sup> June 2025.

It is kindly requested that a USB stick is included, with all tender documents in electronic form. **Do not send your offer by email.**

The English School address: Proedrikou Megarou and Kyriakou Matsi, Nicosia (opposite the Presidential Palace).

### 4.2 Contact Information

All enquiries should be directed to the School's Chief Financial Officer, Andreas Moyseos, at [cfo@englishschool.ac.cy](mailto:cfo@englishschool.ac.cy), office phone: 22 799 321 or mob: 99 568 789.