



**FIFA WORLD CUP**  
**Qatar2022**

# **Tender Process for the Rights of the FIFA Public Food & Beverage Concessionaire Programme – Phase I: Request for Information (RFI)**

**FIFA World Cup Qatar 2022™ and  
Test Event 2021**

**October 2020**

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## 1. Introduction

Fédération Internationale de Football Association (FIFA) hereby wishes to invite tenderers to submit proposals for the Public Food & Beverage Concession operations for the following FIFA events (hereafter “Events”):

- FIFA World Cup Qatar 2022™; and the
- Test Event 2021.

The “FIFA Public Food & Beverage Concessionaire Programme” is the programme which FIFA will oversee to cater for the general public stadium ticket holders for both of the Events.

This document (together with its appendices) represents Phase 1 of a tender process, according to which interested parties are invited to respond by providing the requested information listed in Section 5.

## 2. Project Overview

The companies or company selected by FIFA to manage and operate the FIFA Public Food & Beverage Concessionaire Programme at the events will be expected to service all general public stadium spectators in a quality manner and commensurate with the high standards and international profile of the above-mentioned events. The companies or company selected will be required to develop a menu for each venue which will take into account domestic and international spectators as well as specific dietary and healthy requirements.

Furthermore, the company or companies selected will work in partnership with FIFA “Commercial Affiliates” involved in the “Food & Beverage” and “Payment Services” categories in each of the venues as well as any other “Commercial Affiliates” whose rights relate to the operation of the Food & Beverage Concessions. The company or companies will be expected to ensure that the FIFA “Commercial Affiliates” products and services are displayed, served, sold and used exclusively (to the exclusion of FIFA “Commercial Affiliate” competitors’ products) and utilising the highest of quality standards.

The company or companies will be expected to contract and train an extensive workforce necessary to provide the highest of service standards at the Events. The company or companies will be required to train staff for a variety of job functions along a broad hierarchy of competencies including coordinators, managers and directors both at the stadium and “headquarters” levels.

Finally, the company or companies selected by FIFA to manage and operate the FIFA Public Food & Beverage Concessionaire Programme at the Events will have, at each venue, a range of permanent concessions facilities and infrastructure at their disposal for their use. The quantity and quality of such facilities may differ from venue to venue and the company or companies selected may be required to augment the provided facilities and infrastructure at their own cost with additional facilities and infrastructure in order to ensure service levels which FIFA expects for the Events.

### 3. Objectives

FIFA's objectives in relation to the FIFA Public Food & Beverage Concessionaire Programme in relation to the Events include but are not limited to the following:

- To provide a world class food and beverage service to public ticket holders which guarantees quality products served at the right temperature via a friendly, inclusive, respectful, efficient and competent level of service;
- To guarantee the highest level of sanitary conditions and food safety for the products served while minimising food waste and collecting it separately;
- To provide a similarly high standard of service across all venues at the Events;
- To supply a wide variety of healthy international food and beverage options and to highlight specific regional culinary options;
- To comply, and ensure its subcontractors comply, with the provisions of the FIFA World Cup Qatar 2022™ Sustainable Sourcing Code (found in Appendix VI) for all goods and services provided under the scope of the FIFA Public Food & Beverage Concessionaire Programme;
- To contract, train and collaborate with staff and teams which are friendly, competent and highly motivated to work prior to, during and after the Events under decent working conditions which include high standards of occupational health and safety;
- To satisfactorily comply with all local and national health and safety requirements for food service;
- To establish, in collaboration with a local organisation, a food donation programme for any left-over food, in line with national health and safety regulations;
- To leave a legacy of event food and beverage service in the State of Qatar, e.g. educated staff qualified for a job in the food & beverage industry.

### 4. The Selection Process

This tender process ("Tender Process") is divided into two separate phases:

- Phase 1 of the Tender Process: FIFA invites companies to respond to this document by providing the information and documentation requested in this Request for Information (RFI) listed in Section 5. On the basis of this information, FIFA intends to evaluate the suitability of interested parties and intends to determine which parties will be eligible to receive the full Tender Process document and participate in Phase 2.
- Phase 2 of the Tender Process: Following the evaluation of the information returned by interested parties in Phase 1, FIFA may require the selected parties to sign a confidentiality agreement and, subsequent to which, will then send such parties the full Tender Process document in order to

participate in Phase 2. Phase 2 of the Tender Process (Request for Proposal) sets out the detailed requirements and the terms and conditions for the FIFA Public Food & Beverage Concessionaire Programme.

The following timeline represents the overview of Phase 1 of the Tender Process (the schedule being subject to change at FIFA's discretion):

RFI	
15.10.2020	Tender Process launch (RFI)
20.10.2020 – 15:00 CET	Deadline for submission of questions
22.10.2020 – 23.10.2020	Q&A sessions RFI
29.10.2020 – 15:00 CET	Deadline for receipt by FIFA of requested information and documentation under this Phase 1.
05.11.2020	Selected parties are invited to participate in Phase 2 of the Tender Process (RFP). Subject to selected parties signing and returning to FIFA a confidentiality agreement, such parties will receive the RFP.

Details of timelines beyond this point shall be included in the Phase 2 documentation.

## 5. Submission of Documentation and Information

In order to be considered eligible to receive the Tender documents constituting Phase II of the Tender, interested parties must provide FIFA with the required documentation and responses to the questions specified in this Section 5 (the "Documentation").

The response to this Request for Invitation must be written in English, be clear and concise, and must be on company-headed paper signed by the necessary duly authorised person(s). Any accompanying documentation must also be provided in English or accompanied by certified translation to English. The Documentation shall include:

- Full details of the return address and English speaking contact person for all matters in connection with the Tender Process; and
- Responses to the following questions / provision of the relevant information to illustrate the below points. Responses should be kept short (as a guide, circa 250 words for each point below):
  - Experience with public concession catering or general catering at multi day, multi venue events and sporting events in general;
  - Proof of footprint in the Qatari food and beverage concessions or catering market or proof of operations / projects managed within Qatar (if applicable);
  - Information regarding previous operations in Qatar (if applicable);
  - Proof of current ample human resources with proven experience to build up a food and beverage concessions programme, or potential for acquiring the necessary resources;

- Proof of sufficient financial backing in order to invest in and implement the FIFA Public Food & Beverage Concessionaire Programme;
- Proof of possession of physical resources (including necessary catering, cooking and serving equipment) in order to support the implementation of the FIFA Food & Beverage Concessionaire Programme, or potential for sourcing of necessary resources;
- Information regarding past experience in incorporating sustainability (social and environmental with focus on waste reduction, segregated waste collection and recycling) measures in food and beverage preparation and services;
- Internal policies and procedures that ensure respect for human rights, ethical, non-discriminatory, equal opportunity recruitment processes as well as just and favourable conditions of work regardless of race, skin colour, ethnicity, national or social origin, gender, disability, language, religion, political opinion or any other opinion, wealth, birth or any other status, sexual orientation or any other reason;
- Proven experience with the preparation and training of significant amount of temporary staff (i.e. more than 500 individuals); and
- Proof of expertise in online digital order and service (if applicable).

In addition please provide FIFA with:

- Annual reports which demonstrate key accounting figures from the last three years;
- An organisational chart with key personnel (indicating which persons are English speaking); and
- Sustainability-related (including human rights) strategies, policies and/or procedures and reports. For more information see Appendix V.

Please be sure to include with your responses:

- The “Statement of Undertaking” in the form provided in Appendix I below, signed by authorised representative(s); and
- A signed Sustainability Commitment Statement (signed by an authorised signatory of the organisation) in the form set out in Appendix IV.

The electronic copy as well as any requests and questions with respect to this Phase 1 of the Tender Process should be sent by e-mail to:

Email: **Marketing.tender@fifa.org**

## 6. Legal Provisions

By responding to this Phase 1 of the Tender Process, the tenderer irrevocably and unconditionally acknowledges and accepts that:

Nothing contained in this Phase 1 together with any other aspect of the Tender Process (including without limitation Phase 2 of the Tender Process) or in any related communication made by FIFA or its representatives, agents or employees during the Tender Process shall constitute an offer by FIFA to any party or a binding promise to any interested party or contract between FIFA and any tenderer, nor shall it be taken as constituting any representation, warranty or other obligation by FIFA that an appointment of any third party will be made pursuant to this Tender Process or otherwise or that Phase 2 of the Tender Process will be conducted.

FIFA shall be under no obligation to review or consider any responses submitted in response to this Phase 1 or any other aspect of the Tender Process (including without limitation Phase 2 of the Tender Process), regardless of whether or not such response is submitted to FIFA on time or in accordance with the procedures outlined in the Tender Process. FIFA shall, at its sole discretion, be entitled to select which parties (if any) proceed to Phase 2 of the Tender Process. Furthermore, FIFA shall be entitled to withdraw at any time from any discussions or negotiations with any interested party, in each case without any requirement to give such interested party any explanations.

FIFA reserves the right to manage and produce and/or to exploit the FIFA Food & Beverage Concessionaire Programme or any part thereof itself, without officially appointing any third party or, to not offer such FIFA Food & Beverage Concessionaire Programme.

FIFA reserves the right at any time, without giving reasons therefor and at its sole discretion, to amend, modify or terminate the Tender Process procedures and timeline (including those listed in this Phase 1 of the Tender), and/or to change any aspect of the Tender Process at any time and/or to issue an amended Tender Process.

The documents constituting Phase 1 and Phase 2 of the Tender Process are provided solely by way of explanation of the services which FIFA may wish to utilise and neither FIFA nor any of its representatives, agents or employees make any representation or warranty or accept any responsibilities for the accuracy or completeness of any of the information contained in such documentation, nor shall they be liable for any loss or damage suffered by any parties submitting responses to this Tender Process incurred in reliance on, or pursuant to, this Tender Process or any subsequent communication.

This Phase 1 together with any other aspect of the Tender Process (including without limitation Phase 2 of the Tender Process) shall be governed by and construed in accordance with the substantive laws of Switzerland, the Vienna Convention on the International Sale of Goods being excluded. All disputes concerning the same are to be promptly settled between the tenderer and FIFA by negotiation. If no solution can be reached, such disputes shall, to the exclusion of any court or other forum, be exclusively resolved by an arbitral tribunal consisting of three (3) arbitrators under the auspices of, and pursuant to, the Swiss Rules of International Arbitration of the Swiss Chambers Arbitration Institution. The seat of the arbitration shall be Zurich, Switzerland and the language of the proceedings shall be English. For the avoidance of doubt, any determination made by the arbitral tribunal shall be final and binding on the parties.

## Appendix I: Statement of Undertaking in respect of the Tender Process for the rights of the FIFA Public Food & Beverage Concessionaire Programme – Phase II: Request for Proposal (RFP)

Name of company: \_\_\_\_\_

Address: \_\_\_\_\_

(hereinafter "**Company**")

In connection with Company's desire to participate in Phase II of the tender process for the FIFA Public Food & Beverage Concessionaire Programme for the FIFA World Cup Qatar 2022™ and the Test Event 2021 (hereinafter "**Tender Process**"), and as a precondition to (i) its participation therein, (ii) the receipt of the Phase 2 document of the Tender Process from FIFA (hereinafter "**Request for Proposal**") and (iii) the submission of its tender (hereinafter "**Tender**") in the Tender Process, Company hereby irrevocably and unconditionally acknowledges, agrees and undertakes the following:

1. The Company acknowledges and agrees that nothing contained in the Request for Proposal, or in any related communication (whether orally or in writing) made by FIFA, the Supreme Committee for Delivery & Legacy or any other Qatari authority responsible for operational and/or infrastructural projects relating to the events forming the subject matter of this Tender Process (hereinafter "Host Country " or "HC"), the FIFA World Cup Qatar 2022 LLC (hereinafter "Q22") or their representatives, agents or employees during the Tender Process, shall constitute an offer by FIFA, the HC and/or Q22 to the Company or a binding promise or representation to the Company or contract between FIFA, the HC and/or Q22 and the Company, nor shall it be taken as constituting any representation, warranty or obligation by FIFA, the HC or Q22 that an appointment of any third party (including the Company) will be made pursuant to this Tender Process or otherwise.

The Company expressly acknowledges and agrees that the information provided in the Request for Proposal, or in any related communication (whether orally or in writing), or pursuant to information requests and questions lodged by the Company to FIFA, is provided for informational purposes only and shall not serve as any legal basis of whatsoever nature to derive any rights or claims of the Company against FIFA, the HC, Q22 or their representatives, agents or employees. The Company acknowledges and agrees that it shall be responsible for verifying the accuracy of all information provided to it throughout the Tender Process and for making all necessary enquiries prior to submitting its Tender. The Company acknowledges and agrees to be bound by the terms of the Request for Proposal and commits and undertakes to fully comply with the terms of the Request for Proposal.

2. FIFA shall be under no obligation to review or consider the Tender submitted by the Company, regardless of whether or not the Tender is submitted to FIFA on time or in accordance with the procedures outlined in the Request for Proposal. FIFA is entitled, at its sole discretion, to withdraw from any discussions or negotiations with the Company and/or reject the Tender, in each case without any



requirement to give the Company any explanations or justifications, or to reimburse the Company for any costs and expenses incurred in preparation and by submission of the Tender.

In the event that FIFA withdraws from discussions or negotiations with the Company or rejects the Tender pursuant to the preceding paragraph, the provisions of this Statement of Undertaking and of the Request for Proposal shall, for the avoidance of doubt, remain in full force and effect and binding on the Company.

3. FIFA is under no obligation to accept any tender (including the Tender) submitted in response to the Request for Proposal and reserves to itself the right to manage and produce and/or to exploit the FIFA Public Food & Beverage Concessionaire Programme or any part thereof without, whether through the Tender Process, any other tender process or no tender process at all, officially appointing any third party or not to offer such FIFA Public Food & Beverage Concessionaire Programme at all.

If FIFA, in its sole discretion, chooses to select a tenderer or a third party to operate the FIFA Public Food & Beverage Concessionaire Programme (hereinafter "**Successful Tenderer**"), the selection will be subject to the conclusion of a written agreement regulating the terms and conditions of the FIFA Public Food & Beverage Concessionaire Programme, it being understood, for the avoidance of doubt, that FIFA is under no obligation, and remains free, at its discretion, to decide on whether or not to select any tenderer or any third party and/or to conclude any such agreement at all with any third party (including the Company).

FIFA is under no obligation whatsoever to disclose to the Company (i) any reasons for any selections made (or not made) in the Tender Process, (ii) any information on FIFA's internal decision process relating to the Tender Process, nor (iii) any evaluations of criteria undertaken in FIFA's decision process.

4. FIFA reserves the right at any time, without giving reasons therefor, to amend, modify or terminate (in whole or in part) the Tender Process, the requirements set forth in the Request for Proposal (hereinafter "**Tender Requirements**"), the timelines of the Tender Process, and/or to change any aspect of the Request for Proposal at any time and/or to issue an amended Request for Proposal. For the avoidance of doubt, any amendments or modifications pursuant to the preceding sentence may also be decided on by FIFA following the appointment of a Successful Tenderer and the Company shall have no right or claims for compensation or otherwise in relation to any such decision.
5. The Company expressly waives any right of action it may have against FIFA, the HC and/or Q22 or any of their directors, officers, representatives, agents, employees or service providers, with regards to the Tender Process and/or any decisions made (or not made) thereunder or modifications or amendments made thereto, whether during the Tender Process or thereafter. FIFA, the HC, Q22 and their directors, officers, representatives, agents, employees and service providers shall have no liability of whatsoever nature in connection with the Request for Proposal, the Tender Process, the Tender Requirements and/or any information, communication or correspondence made by FIFA, the HC or Q22 or any of their directors, officers, representatives, agents, employees or service providers in relation thereto.

In particular, but without limitation, the Company irrevocably and unconditionally acknowledges and agrees that any third party, including any third party contracted to or appointed by FIFA to conduct other business with or for FIFA, remains entitled to participate in the Tender Process directly or through any subsidiary entity. In submitting its Tender, the Company expressly, irrevocably and unconditionally waives any rights of action or other remedy it may have against FIFA, the HC, Q22 or any of their directors, officers, representatives, agents or employees with regard to or in connection with its participation in the Tender Process.

6. The Company acknowledges and agrees that it is solely responsible for all costs, expenses, damages and liabilities incurred by the Company in relation to the Tender, in particular (but without limitation) in relation to the preparation of its Tender, any responses to requests for further information by FIFA and any negotiation with FIFA following receipt by FIFA of its Tender (whether or not an agreement is entered into with the Company). The Company further acknowledges and confirms that it submits its Tender on a voluntary basis and not in reliance on any promises by FIFA, or any third party. It furthermore acknowledges and confirms that it carries the full risk for the costs, expenses, damages and liabilities incurred in connection with its Tender, which will under no circumstances be reimbursed or otherwise compensated by FIFA, including in case of FIFA's withdrawal from or rejection of the Tender as set out in Clause 2, or in case of any modifications or amendments effected to, or termination of, the Tender Process in accordance with Clause 4.
7. All intellectual property and commercial rights in relation to FIFA, the FIFA World Cup Qatar 2022™ and the Test Event 2021, the Tender Process and any proposals resulting from the Tender Process shall belong and/or accrue to the exclusive benefit of FIFA. Company shall complete all such documentation which may be required to transfer such rights to the satisfaction of FIFA.
8. Once received by FIFA, the Tender shall become the property of FIFA and FIFA shall not be obliged to return the Tender to the Company. Further, FIFA shall be entitled to the unrestricted use, free of any charge or compensation, of the Tender, and any commercial initiatives, creative materials, procedures, suggestions and/or recommendations provided by the Company to FIFA in its Tender or otherwise in relation to discussions or correspondence with FIFA during the Tender Process. The Company expressly agrees to execute any documents which may be necessary to give full legal effect to this provision and waives any right of action against FIFA, the HC and Q22 (and their affiliates and the Successful Tenderer, if any) in relation to this provision.
9. The Company agrees that:
  - a) it (and its officers, employees, agents and advisers) shall keep confidential the terms of the Request for Proposal and any information relating to the affairs or business of FIFA, the HC or Q22 which comes into its possession in relation to the Request for Proposal (hereinafter "**Confidential Information**");
  - b) it shall not disclose Confidential Information (or any parts thereof) to any third party without the prior written consent of FIFA, which may be given or withheld in FIFA's absolute discretion (save unless required by law);
  - c) without prejudice to the foregoing, any person who receives any Confidential Information shall be bound by the confidentiality obligations set out herein and FIFA may require, in its absolute discretion, that the Company and/or such person(s) execute a separate confidentiality agreement or undertaking,

within a prescribed timeframe to be determined by FIFA, as a pre-condition of its continued participation in the Tender Process.

- d) it shall only be entitled to use Confidential Information for the purpose of its Tender;
- e) it shall discuss neither its involvement in the Tender Process nor the terms of its Tender (in particular, but without limitation, any financial terms) with any other parties participating in the Tender Process; and
- f) the Company's obligations as set out in this Clause 9 shall continue to apply notwithstanding the conclusion or early termination of the Tender Process or the Company no longer being involved in the Tender Process for any other reason.

10. The Company agrees and undertakes to indemnify FIFA, the HC, Q22 and any of their directors, officers, representatives, agents, employees or service providers (hereinafter "Indemnified Parties") on first demand from and against any and all losses, liabilities, damages, costs, judgments, penalties and expenses of any nature whatsoever (including reasonable legal fees and expenses) obtained against, imposed upon, incurred or suffered by any of them in relation to (i) any violation of this Statement of Undertaking, the Tender Requirements, and/or the Request for Proposal, including, without limitation, any claim arising from, and/or in connection with, any dispute or other claim(s) or proceeding(s) brought against the Indemnified Parties (or any of them) on the basis that FIFA's use of the Tender or any information included therein infringes the intellectual property rights of a third party, or (ii) any activity or omission of the Company or any third party acting on its behalf in connection with Phase 2 of the Tender Process, warranty claims, product liability claims and damages arising out of an action for misleading or deceptive conduct or strict liability in tort.

The Company hereby expressly waives any rights of set off it may have against any indemnification claim pursuant to the preceding paragraph.

- 11. The Company represents and warrants to FIFA that the information contained in its Tender shall be complete and accurate in all respects and shall not be false or misleading and that if, following submission of its Tender, there is any change in the Company's circumstances which may affect such information, the Company will promptly notify FIFA in writing setting out the relevant details in full.
- 12. The Company confirms that there exists no conflict of interest between the Company, the Tender, FIFA and/or any FIFA employees or representatives. In case of a potential or actual conflict of interest prior to submitting its Tender, the Company confirms that this shall disclose such potential or actual conflict of interest in its Tender. In case a potential or actual conflict of interest arises at any other stage of the Tender Process, the Company shall promptly disclose to FIFA in writing the details of such conflict.
- 13. The Company undertakes to comply with all applicable and relevant laws, ordinances, regulations, decrees and orders of whatever level and whatever territory, including, but not limited to, those applicable at its domicile and in the State of Qatar. It furthermore undertakes to comply with any and all applicable international best practice food hygiene and safety standards and all other relevant standards.

Without limitation to the foregoing, the Company agrees to respect all internationally recognised human rights and comply with the Declaration on Fundamental Principles and Rights at Work adopted by the International Labour Organisation on 18th June 1998.

14. The Company acknowledges that the Waste Management Policies and Procedures will be binding and enforceable on the Company and its subcontractors. The Company will perform the services and operations strictly in accordance with, and so as to best give effect to, the Waste Management Policy and Procedures. The Company shall support, and participate in, any monitoring activity conducted or requested by FIFA to assess compliance with the Waste Policy and Procedures.
15. The Company acknowledges that giving and taking bribes can lead to criminal proceedings in accordance with art. 4a of the Swiss Federal Law on Unfair Competition (art. 102 of the Swiss Criminal Code) and art. 322<sup>octies</sup> and art. 322<sup>novies</sup> of the Swiss Criminal Code.
16. This Statement of Undertaking and any related documentation and communication shall be governed by and construed in accordance with the substantive laws of Switzerland, the Vienna Convention on the International Sale of Goods being excluded. All disputes concerning the same are to be promptly settled between Company and FIFA by negotiation. If no solution can be reached, such disputes shall, to the exclusion of any court or other forum, be exclusively resolved by an arbitral tribunal consisting of three (3) arbitrators under the auspices of, and pursuant to, the Swiss Rules of International Arbitration of the Swiss Chambers Arbitration Institution. The seat of the arbitration shall be Zurich, Switzerland and the language of the proceedings shall be English. For the avoidance of doubt, any determination made by the arbitral tribunal shall be final and binding on the parties.

By submitting this Statement of Undertaking, Company confirms that it has read and understood the foregoing terms and conditions constituting a condition precedent for the Company to participate in Phase 2 of the Tender Process for selection of a candidate(s) to operate the FIFA Public Food & Beverage Concessionaire Programme for the FIFA World Cup Qatar 2022™ and the Test Event 2021, and agrees that the Company is bound by such terms and conditions.

Name of Company: \_\_\_\_\_

Place, date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name and function of signatory

\_\_\_\_\_  
Name and function of signatory

## Appendix II: Information regarding stadia of the Test Event 2021

The venues of the Test Event in 2021 have not been confirmed as of the date of publication of this RFI. It is estimated that between six (6) and seven (7) stadiums will host this Competition.

FIFA will confirm the stadiums as soon as they are known. The potential eight (8) stadiums of the Competition are known as of the publication date of this RFI as the following:

<b>Abbreviation</b>	<b>Stadium</b>
ABS	Al Bayt Stadium
AJS	Al Janoub Stadium
ARS	Al Rayyan Stadium
ATS	Al Thumama Stadium
ECS	Education City Stadium
KIS	Khalifa International Stadium
LUS	Lusail Stadium
RAS	Ras Abu Aboud Stadium

## Appendix III: Information regarding stadia of the FIFA World Cup Qatar 2022™

<b>Abbreviation</b>	<b>Stadium</b>
ABS	Al Bayt Stadium
AJS	Al Janoub Stadium
ARS	Al Rayyan Stadium
ATS	Al Thumama Stadium
ECS	Education City Stadium
KIS	Khalifa International Stadium
LUS	Lusail Stadium
RAS	Ras Abu Aboud Stadium

## **Appendix IV – Sustainability Commitment Statement**

As a potential future service provider to FIFA, we understand that FIFA wants to engage and collaborate with organisations that will contribute actively to delivering its vision for a sustainable FIFA World Cup Qatar 2022™.

Should we become a FIFA service provider, we commit to complying with the requirements outlined in the FIFA World Cup Qatar 2022™ Sustainable Sourcing Code related to the potential sustainability impacts of our category of supply, and to implement them in our business and supply chains. We acknowledge that these requirements constitute minimum and not maximum standards.

In case a contractual agreement is established with FIFA, we agree to be monitored and evaluated on our sustainability performance within the areas relevant to our category of supply described in the Sustainable Sourcing Code priority heat map. Should there be a breach in the requirements set out in the Code, we agree to cover any costs incurred from actions taken to address issues identified.

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(Signature)

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(Name and position held)

Duly authorised to sign for and on behalf of

---

(Company name)

Date: \_\_\_\_\_

## Appendix V – Sustainability Questionnaire

The Tenderer shall provide the information requested in this Sustainability Questionnaire. Failure to provide this information may result in disqualification from the tender.

### Requirement 1 – Sustainability Management Information

No.	Requirement	Response
1.1	Please provide the name and CV of your proposed Sustainability Officer/Manager and show his/her role within your organisational chart.	[Name, Position] CV attached to tender documents: <input type="checkbox"/> Yes <input type="checkbox"/> No Organisation chart attached to tender documents: <input type="checkbox"/> Yes <input type="checkbox"/> No
1.2	Does your organisation have a public sustainability policy and/or strategy, and/or a policy and strategy related to any particular sustainability topics (e.g. equality, human rights, environmental protection, health and safety, etc.)? If so, please provide details, including organisational scope (i.e. the extent they would apply to goods and services supplied).	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]
1.3	Does your organisation have formal certified systems in place to manage environmental and social issues (examples include: Environment [e.g. ISO 14001]; H&S [e.g. ISO 45001]; Event Sustainability [e.g. ISO 20121])? If so, please provide supporting certification documentation.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]
1.4	Does your organisation formally report externally on progress towards meeting your sustainability objectives and targets? If so, please provide examples (e.g. your latest Sustainability Report).	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]
1.5	Does your company deliver training on sustainability to staff? If yes, please provide examples of training materials.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]
1.6	Has your organisation been prosecuted for infringement of environmental or human rights related legislation and/or received adverse media or stakeholder notoriety in the past five years? If yes, please explain and outline the measures your company took to rectify the situation and measures taken to minimise the chances of reoccurrence.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]





## Requirement 2 – Sustainable Sourcing Information

No.	Requirement	Response
2.1	Does your organisation have an Ethical Sourcing Policy or Supplier Code of Conduct? If so, please state what it covers, e.g. human rights, labour standards, environmental management, animal welfare, etc., and share with us the policy or code.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]
2.4	Is your organisation registered on SEDEX?	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, please provide your Sedex registration number]
2.2	Has your organisation traced the tiers of its supply chain? If so, please provide details of the level of visibility you have across different tiers. Please include details on your use of Sedex, if relevant, and the level of visibility you have across different tiers of your supply chain on that platform.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments [Please list any supporting documentation that is submitted with the tender]
2.3	Does your organisation ensure that people affected by your supply chain activities have access to grievance mechanisms and remedy? If so, please provide details.	<input type="checkbox"/> Yes <input type="checkbox"/> No [If yes, short description] Attachments: [Please list any supporting documentation that is submitted with the tender]

## **Appendix VI – FIFA World Cup Qatar 2022™ Sustainable Sourcing Code**

See separate document attached.