**STATEMENT OF REQUIREMENT (SOR) FOR THE PROVISION OF SERVICES AND FACILITIES FOR EXERCISE SPARTAN HIKE (SH) 2024-2027**

1. **General**
	1. **Definitions**.
		1. The ‘Contractor’: The supplier of the facilities / services to conduct the activity.
		2. The ‘Authority’: The organisation requesting the use of the facilities / services.
		3. ‘Exercise’: The term which refers to the overall activity including setting up and administration prior to and after the competition.
		4. ‘SPARTAN HIKE’: The name given to the activity.
		5. ‘Competition’: The period during the exercise which is dedicated to ski racing.
	2. **Exercise background and duration**:
		1. Exercise SPARTAN HIKE is the Army Inter Unit Qualifying Ski Championships conducted annually which starts on the second full weekend in January each year known as D Day running for 11 days and 10 nights (until D+11). Each date prior to D Day is described as being D- with the number of days before annotated. Each day after D Day will be described as being D+ with the number of days after annotated. Officials will be in resort for an extra 3 full days (D-2 to D+11).
		2. Exercise SPARTAN HIKE consists of an Alpine and a Nordic competition. It is crucial to select a resort where the requirement to run an event takes precedence over the normal leisure skiers. In the event of poor weather conditions that prevents the competition, or an event taking place, in an agreed location, a reserve location is to be provided.
		3. There will be a maximum of 450 competitors and 35 officials taking part in the Ex each year. The breakdown of competitors is likely to be:
			1. Alpine competitors - 150
			2. Nordic competitors - 300
	3. **Key User Requirements (KURs)**. This SOR has the following KURs:
		1. The Contractor must be able to provide a Championship Venue which is able to conduct both Alpine and Nordic competitions.
		2. The Championship Venue must be located on mainland Europe, no more than 1200km from Calais, France and should not be more than 2 hours from an international airport and a maximum distance of 20 miles with good local train and bus links.
		3. The venue must be within an approximate 8 hour drive of ski resorts within the Swiss, French, Italian, Austrian and German Alps so that competitors are able to move, in one day, from the venue in order to be capable of competing in other events.
		4. Parking, waxing facilities, medical assistance, snow making facilities, timing, toilets, refreshments and emergency mountain rescue must be available within the vicinity of both competitions.
		5. Alpine, Cross Country and Biathlon competitions must be within the same locality.
		6. The Alpine competition must be held on suitable courses which conform to Federation International de Ski (FIS) safety standards and must be capable of staging a fully homologated Downhill race.
		7. If weather conditions such as poor visibility, high winds or lack of snow prevent an Alpine event from taking place a reserve location is to be provided by the Contractor in time to deliver the event; which must be within 45 minutes driving time from the primary resort. This decision is the responsibility of the Authority although local knowledge will be sought from the Contractor.
		8. The Nordic competition must be held on suitable cross country ski courses that meet FIS and International Biathlon Union (IBU) standards with a dedicated biathlon facility which meets IBU standards for safety and competition.
		9. The biathlon competition must have a minimum 25 lane, 50m biathlon range, including penalty loop.
		10. If weather conditions such as lack of snow and poor visibility occur then the Cross Country and Biathlon competitions must have a minimum of a 1.5km and 2.5km loops available. If this is not possible a reserve location is to be provided by the Contractor in time to deliver the event; which must be within 45 minutes driving time from the primary resort.
		11. Accommodation requirements which are as follows:
		12. Competitors; self-catering apartments for an estimated 450 personnel. Up to 100 Nordic competitors will require an additional night’s accommodation on D+10, departing on D+11.
		13. Officials; full board accommodation for up to 35 personnel, alternatively self-catering accommodation with the provision to cater centrally (cooking and dining facilities).
		14. There is a requirement to conduct pre-championship planning and provide administrative support throughout. To facilitate this, the following must be provided: a race office with communications and broadband; two separate meeting rooms; an indoor prize giving area for an estimated 500 personnel and full vehicle access to all accommodation, courses and the biathlon range.
2. **Responsibilities of the Contractor**
	1. **Competition Venue**.Provide a suitable venue to cater for both Alpine and Nordic competitions in accordance with the detailed requirements at Appendices 1 to 5 of the SOR.
	2. **Exercise Location**. The Championship venue must be located on Mainland Europe.
		1. No more than 1200km from Calais, France
		2. No further than 2 hours from an International Airport.
		3. Within an approximate 8 hour drive of ski resorts within the Swiss, French, Italian, Austrian and German Alps.
	3. **Exercise Dates**. The provisional Ex dates are:
		1. Sat 13 to Wed 24 Jan 24.
		2. Option Year 1 TBC.

* + 1. Option Year 2 TBC.
		2. Option Year 3 TBC.
	1. **Exercise Programme**. The overall exercise programme combining both Alpine and Nordic competitions is:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DAY** | **DAY No** | **NIGHT No****(Officials / Competitors)** | **ALPINE** | **NORDIC** |
| Thursday | D -2 | 1 / 0 | Officials Arrive |
| Friday | D -1 | 2 / 0 | Recce Area and Set Up |
| Saturday | D Day | 3 / 1 | Teams Arrive and Register |
| Sunday | D +1 | 4 / 2 | **Seeding Race** | Inspect XC Courses |
| Monday | D +2 | 5 / 3 | **Ind GS** | **Cross Country Relays** (4 x 5km) Classic |
| Tuesday | D +3 | 6 / 4 | **Team GS** | **Cross Country Individual Classic** (15/10km) |
| Wednesday | D +4 | 7 / 5 | **Ind SL** | Inspect Biathlon Courses |
| Thursday | D +5 | 8 / 6 | **Team SL** | **Biathlon Individual**(10 / 7.5km) |
| Friday | D +6 | 9 / 7 | DH Trg 1 | **Biathlon Relays** (4 x 7.5 / 4 x 6km) |
| Saturday | D +7 | 10 / 8 | DH Trg2 | Patrol Race Preparation |
| Sunday | D +8 | 11 / 9 | **DH** | **Military Patrol****Race** |
| Monday | D +9 | 12 / 10 | **Super G** | Slip Day (Patrol Race) |
| Prize Giving |
| Tuesday | D +10 | 13 / 11 | Teams Depart, less Qualified Nordic Teams |
| Wednesday | D +11 | 14 / 12 | Main Body Officials and Remainder Nordic Teams Depart |

* 1. **Alpine Competition**. Detailed requirements for the Alpine competition are at Appendix 1.
	2. **Nordic Competition**. Detailed requirements for the Nordic competition are at Appendix 2.
	3. **Race Office**. Detailed requirements for the Race Office are at Appendix 3.
	4. **Accommodation**. Detailed accommodation requirements are at Appendix 4.
	5. **Rifle Storage**. Detailed requirements for the storage of rifles are at Appendix 5.
	6. **Biathlon Range**. The Contractor is to ensure that the Biathlon Range is ready for team training prior to the Biathlon competition, by the Monday before the start of the Exercise (see Appendix 2) e.g. Monday 15 Jan in 2024.
	7. **Prize Giving Ceremony**. The Contractor is to provide:
		1. A hall or theatre capable of holding 500 people seated and include the provision of tables and chairs. Access must be available prior to and from 0900 on the day of the prize giving (Monday (D+9)) and the Prize Giving will be 1800-2000 hrs that evening. Cleaning of the Hall the next day is the responsibility of the Contractor.
		2. A large stage and podium.
		3. A Public Address system.
		4. 8 Tables for prizes.
		5. Toilets.
		6. Bar facilities (drinks to be provided on a repayment basis by individuals outside the contract at the time of ordering)
	8. **Team Captains’ Meeting**. Team Captain’s meetings in resort will be held from 1745-1900 hrs each evening during racing, starting on Saturday (D Day). The Contractor is to provide the exclusive use of two separate meeting rooms, to include tables and seating for up to 40 and 70 persons.
	9. **Ski Waxing Facilities**. The Contractor is to provide a suitable waxing facility for at least 4 hours per day, within easy reach of the centre of mass of the competitors’ accommodation and at times to meet the race programme.
	10. **Ski Passes**. The Contractor is to provide ski passes for both Alpine and Nordic competitions as follows:
		1. **Nordic Passes**. For the Nordic competition the Contractor is to provide a group ski pass to cover all officials and competitors.
		2. **Alpine Lift Passes**. For the Alpine competition the Contractor is to provide a ski lift pass for up to 20 officials and all competitors.
	11. **Contractor’s Expenses**. The Contractor is responsible for ensuring that all costs associated with the requirements specified are included in the contract price.
1. **Responsibility of the Authority**.
	1. **Exercise Controller**. The Authority will appoint an Exercise Controller who will be responsible for the delivery of SPARTAN HIKE and will be the main point of contact for all matters including the requirements specified in this contract.
	2. **Officials**. Officials will be provided by the Authority unless specified otherwise in the relevant Appendices.
	3. **Equipment**. The Authority will provide all Exercise equipment unless specified otherwise in the relevant Appendices.
	4. **Visitors**. Arrangements for visitors during the Exercise are the responsibility of the Authority.
	5. **Mobile Communications**. The Authority will provide mobile telephones and safety radios for use on the courses during the competition.
	6. **Security**. The Authority will be responsible for the security of rifles and ammunition at Spartan Hike.
2. **Event Cancellation**.
	1. **No Show**. In the event of part or all of the Exercise being cancelled the Contractor will be paid for the work completed and expenditure incurred up to the time of the cancellation. The Contractor is to provide a comprehensive breakdown of costs incurred up to the point of cancellation.
	2. **No Snow**. In the event of there being insufficient snow to run either competition the Contractor shall make every effort to secure a suitable alternative venue within 45 minutes driving time from the primary resort.

Appendices:

1. Ex SPARTAN HIKE – Alpine Requirements.
2. Ex SPARTAN HIKE – Nordic Requirements.
3. Ex SPARTAN HIKE – Race Office Requirements.
4. Ex SPARTAN HIKE – Accommodation Requirements.
5. Ex SPARTAN HIKE – Rifle Storage Requirements.

**EX SPARTAN HIKE – ALPINE REQUIREMENTS**

1. **Venue**.
	1. The Contractor is to provide homologated races slopes for all Alpine events in the Race Programme for up to 150 Alpine competitors.
2. **Courses**.
	1. The ski course requirements to be provided by the Contractor are as follows:

|  |  |
| --- | --- |
| Event | Vertical Drop (VD) (Mandated) |
| Seeding GS | 200-400 meters |
| Individual/Team GS | 200-400 meters |
| Super G | 350-500 meters |
| DH | 400-600 (2 runs 300) meters |
| Individual/Team Slalom | 120-180 meters |

* 1. Adjustments may be made to the minimum / maximum VD in accordance with changes to the rules that are governed by the ski racing authorities; the Contractor must remain flexible in this respect.
	2. Competition slopes shall have valid Federation Internationale de Ski (FIS) homologation for the relevant event. All safety measures required by homologation are to be in place for all events and DH training. The homologation report shall be made available to the Authority on their arrival in resort (D-2), prior to the start of the championships.
1. **Lifts**. Access by lift to all courses is required. Lifts opening hours and turn-round times should allow competitors two inspections of the course plus sufficient time to prepare to race after the Race Jury inspection. The Race Jury will agree detailed timings after their reconnaissance.
2. **Course Preparation / Setting**. The Contractor is to provide all equipment and Resort manpower necessary for the conduct of the race programme, including two qualified course setters. A checklist of equipment required to be provided by the Contractor is at Para 8 below. All equipment provided is to meet the relevant FIS regulations.
3. **Timekeeping / Results**. The Contractor is to meet the following requirements for timekeeping and results:
	1. Provide timekeepers and homologated equipment including manual hand timing.
	2. Produce a printed record of individual results for each race showing first run, second run and total times including penalties.
4. **Race Control**. The Race Committee / Officials will be provided by the Authority.
5. **Gate Judges**. Gate Judges will be provided by the Authority.
6. **Equipment** **to be provided by the Contractor**.
	* 1. Snow Guns
		2. Snow Compactors or Chemicals
		3. Rigid Poles
		4. Flex Poles
		5. Gate Panels
		6. Yellow Flags (x4)
		7. Dye
		8. Clocks
		9. Ice Drills
		10. Picks
		11. Shovels
		12. Rakes
		13. Safety Barriers
		14. Finish Barriers
		15. Safety Matting
		16. Start Hut/Tent
		17. Finish Hut
		18. Timing Equipment (including manual hand timing)
		19. Electronic Relay (if available)
		20. Scoreboard and marker pens
		21. Start Clock / Beeper
		22. Loudspeaker and microphone
		23. Results Computer
		24. Altimeter (for use by the Authority)
		25. Air Thermostat x 2 (for use by the Authority)
		26. Podium (for Individual Races)
7. **Equipment provided by the Authority.**
	* 1. Gate Judges Equipment x 25
		2. Millboards/Folders/Pencils x 15
		3. Seeding Computer/Processor x 1
		4. Race Bibs x 150 + 5 Forerunner bibs
		5. Radios x 12
8. **Race Programme –** The provisional programme is:

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE** | **DAY No** | **ALPINE**  | **REMARKS** |
| Sunday | D +1 | **Seeding GS** |  |
| Monday | D +2 | **Individual GS** |  |
| Tuesday | D +3 | **Team GS** |  |
| Wednesday | D +4 | **Individual Slalom** |  |
| Thursday | D +5 | **Team Slalom** |  |
| Friday | D +6 | DH Training 1 |  |
| Saturday | D +7 | DH Training 2 |  |
| Sunday | D +8 | **DH** |  |
| Monday | D +9 | **Super G** |  |

**EXERCISE SPARTAN HIKE – NORDIC REQUIREMENTS**

1. **General**. Ground clearance is to be given through the Contractor’s Resort Officials for all areas used during racing (road crossing, piste crossing etc). Permission is to be given to use the official competition range for ‘.22’ firing from the Monday before the start of the Ex. The Authority may request to use other agreed firing areas for the Military Patrol Race.
2. **Officials**.
	1. **Authority Officials**. Other than minor officials appointed for each race, the Authority will provide the following Championship Officials:
		1. British Chief of Competition, who is in charge of the Nordic Competition.
		2. British Chief of Course, who is responsible to the British Chief of Race for all aspects of the race track preparation, including the start and finish areas. This appointment will work closely with the Contractor’s Chief of Course (see paragraph 2.2 below).
		3. British Chief of Range, who is responsible to the British Chief of Race for all aspects of the ranges. This appointment will work closely with the Contractor’s Chief of Range.
		4. British Start / Finish Judge, who is responsible to the British Chief of Race Nordic for all aspects of the conduct of the start and finish area. This appointment will work closely with the Contractor’s start and finish officials.
		5. British Chief of Computation and Timing, who is to be responsible to the British Chief of Race Nordic for producing the list of competitors, the start list and unofficial results for each race. The appointment will work closely with the Contractor’s timekeepers.
	2. **Contractor’s Officials**. One Resort Official is to be responsible to the British Chief of Race Nordic for the provision of all aspects of the Nordic Championship throughout the Ex. They should have at least a minimum capability to communicate in English. There should be people identified as a Chief of Range and Chief of Course; the Chief of Course, in particular, must be an experienced Nordic track layer and course designer. Other officials are to be provided by the Contractor as outlined in the following paragraphs.
3. **Competition Programme**. The provisional Nordic competition programme is:

| **DATE** | **DAY No** | **NORDIC EVENT** | **REMARKS** |
| --- | --- | --- | --- |
| Sunday | D +1 | Inspect Cross Country Relay Courses(2) Range Practice | From 1000 hrs(2) All day |
| Monday | D +2 | Cross Country Classic Relays(Men and Women: 4x5km) | Start: 1000 hrs |
| Tuesday | D +3 | Cross Country Individual Classic(Men: 15km; Women: 10km) | Start: 1000 hrs |
| Wednesday | D +4 | Inspect Biathlon Courses(2) Range Practice | From 1000 hrs(2) All day |
| Thursday | D +5 | Biathlon Individual(Men: 10km; Women: 7.5km) Biathlon | Start: 1100 hrs4 x Shoots each |
| Friday | D +6 | Relays(Men: 4 x 7.5km; Women: 4 x 6km) | Start: 1100 hrs |
| Saturday | D +7 | Range Practice | All day |
| Sunday | D +8 | Military Patrol Race(approx 20km) | Start: 0900 hrs |
| Monday | D +9 | Slip Day (Military Patrol Race)Range Practice TBC | If required |

1. **The Course**. Courses, including the start and finish areas, are to be prepared by the Contractor’s Chief of Course in accordance with the provisional race programme.
	1. The technical standard required for each race is as follows:

COMPETITION STANDARD & TECHNIQUE LENGTH

Cross Country Relay Easy/medium Classic 5km

Cross Country Individual Medium Classic 5 & 7.5km loops

Biathlon Individual Medium/Hard Skate 2.5 & 3.3km loops

Biathlon Relay Medium Skate 2 & 2.5km loops

Military Patrol Race See Paragraph 9.1

* 1. The course, start and finish areas are to be agreed with the British Chief of Course by 1600 hrs 2 days prior to the race. Cutting and preparation (including minimum necessary marking) of the course is to take place, in conjunction with the British Chief of Course, by 1000 hrs on the day before the race so that formal inspection of the course by the competitors may take place. Re-cutting and full preparation of the course, including the start and finish areas, all flags and course marking, is to be completed 30 minutes before the scheduled start of the race and confirmation given to the British Chief of Course that all is ready. Final cutting of the course is to take place immediately before the start, when required by falling snow.
	2. All equipment for the start, course and finish is to be provided by the Contractor.
1. **Officials**.
	1. The Contractor is to provide 4 x Officials at the start and finish and to provide a sensible and safe club race each day. In addition to the requirement to provide a backup timing system duties requiring cover are:
		1. Starting racers in the correct order at the correct time.
		2. The finish team is to account for every skier who started.
	2. In addition to those at Para 2.1, the Authority will provide personnel:
		1. To mark competitors’ skis.
		2. To call-up competitors at start, ensuring that skis are marked.
		3. To ensure that no competitor gains an advantage by not completing the full course.
		4. To ensure that handovers are correctly completed in relay events.
		5. To check that competitors’ ski equipment is correctly marked at the finish; ensuring that finishers’ race numbers (both bibs and thigh numbers) are handed in.
		6. To check that biathlon rifle trigger pressures are correct before the start, that there is no round in the chamber at the finish and that the rifle was marked prior to the race.
		7. At the Start / Finish to ensure that British Army Ski Rules are followed wherever possible and to liaise where necessary between racers and the Contractor’s officials.
		8. To hand refreshments to finishers.
2. **Equipment**. The following equipment is required (in addition to Para 4.3):
	1. **Refreshments**. The Contractor is to provide hot, sweet drinks served in plastic cups at the finish of every event, sufficient for all finishers and officials.
	2. **Competition Numbers**. The Authority will provide the competitors’ race numbers and bibs.
	3. **Commentary Facility**. The Contractor is to provide a Commentary Facility with PA and music system.
3. **Timing**. The Contractor is to provide 2 timing systems as follows:
	1. The primary timing system and results service is to be provided in accordance with the Authority’s following specific requirements. Where this is not possible using the Contractors own resources the Authority will provide the details of one or more approved specialist providers, but the cost of this service, if used, is to be paid by the Contractor. The output is to include:
		1. An electronic record of all competitors’ race times in ranking order, suitable for display printing on A4 paper. Competitors’ details are to include: Bib No, Rank, Forename, Name, Competitor Category[[1]](#footnote-1) and Unit.
		2. An electronic record that competitors have completed the full course set by passing the 4 control points.
		3. In biathlon events, an electronic record of the number of penalty loops skied by each competitor, to be compared by the Authority against its range records.
		4. An electronic calculation of total team times, calculated from adding together nominated individual race times.
		5. An electronic record of the result of relay races, in ranking order, including intermediate leg times for each competitor (using the same personal details in para 7.1.1 above), for display printing on A4 paper.
	2. The Contractor is to provide a manual backup timing system for the duration of the competition. The following output is required within one hour of the finish of the competition:
		1. A printout of all competitors’ race times in both start and finish order.
		2. For relay competitions intermediate times are required for each member of each relay team.
	3. The Authority’s Chief of Computation and Timing will produce the Official Start and Results Lists and liaise with the Contractor’s timekeepers during the competition.
4. **Biathlon** **Range**. An official competition biathlon range, consisting of a minimum of 25 lanes, is to be provided by the Contractor, available for firing from the Monday (Day 4) prior to the start of the Exercise. The range must comply with all safety requirements and built to the following International Biathlon Union standards:
	1. Flat and level, conforming to all local laws, set up with strict regard for safety in relation to the trails and surrounding area.
	2. The distance between the front edge of the shooting ramp and the line of targets must be 50m (+/-1m).
	3. The surface of the shooting ramp and the surface on which the targets stand, must be as near to the same level as possible. They must be at a higher level than the ground between them to allow for local snow conditions.
	4. At the rear of the range there must be a fence extending along the entire back of the range, as far back (at least 8m) from the front edge of the shooting ramp as possible. An area for coaches is not required.
	5. The shooting ramp must be totally covered in snow, solidly packed, even, smoothly groomed and not icy.
	6. The shooting ramp is divided into lanes about 2.5m wide. Both sides of each lane must be marked from the ramp to the targets with flags, posts or similar markings that clearly define the lanes but do not interfere with the shooting. The firing points and targets must have the same number, easily visible, beginning from the right with number 1.
	7. There must be a shooting mat with a rough, non-slip surface for each firing lane.
	8. The biathlon target mechanisms are to be well maintained and provided in full working order. The target consists of a white target faceplate with 5 targets apertures, behind which are 5 independently operating, knockdown, falling black plates. A hit must be indicated by the black target circle being replaced by a white indicator disc. Target openings are to be 115mm +/- 0.33mm for standing and 45mm +/- 0.3mm for prone. Unless electronic operation is provided, targets are to be manually operated by ropes reaching to the back of the firing ramp.
	9. Wooden frames are to be provided for mounting paper targets for training and zeroing in each lane. The Authority will provide the paper targets and will fix the targets to the frames.
	10. Wind flags must be installed at the side of every 3rd shooting lane, 5m from the shooting ramp and 20m from the target. Their construction must allow for easy 360 degree rotation, pivoting at a right angle to the flag post.
	11. At each firing point there must be 2 containers for spare rounds during the Relay Race, one placed on the ground and the other about 1m above the ground.
	12. The Authority will prepare the range for firing daily, including laying out target ropes and shooting mats and painting the black targets and white faceplates. The Contractor is to prepare the shooting ramp and ensure the availability of range furniture (excluding paper targets). For biathlon races the range is to be fully prepared 90 minutes prior to the scheduled start of the race, at which time official zeroing of weapons will begin. For the Military Patrol Race some limited reorganisation of the range will be required.
	13. Teams will provide their own ammunition, verified by the Authority.
	14. The Authority will provide a Chief of Range, whose tasks will include checking that the range conforms to the above requirements and supervising daily maintenance and preparation. He will supervise all shooting from the Sunday immediately following the arrival of the competitors (D+1). The Contractor is to provide specialist assistance for the repair and maintenance of the range if called upon to do so.
	15. The Authority will provide all range and penalty loop officials during biathlon races and the Military Patrol race.
5. **Military Patrol Race**. The Military Patrol Race is a special event requiring different course preparation; it is to be the highlight of the Nordic Competition. The following changes to normal competition routines are necessary.
	1. The 20km course will be planned in the main by the British Chief of Course, in consultation with the Contractor’s Chief of Course regarding special permission for tracks off the normal trails. The course is to be hidden from competitors until they start and therefore it may need to be prepared in the afternoon and evening before the race. The course should consist of classic tracks with sections prepared either by piste machine or by skidoo; short alpine stretches may be included. The course should be clearly marked throughout, but this should not be done until the last possible moment before the race commences.
	2. Up to 4 manned controls may be required on the course, depending on its complexity, to ensure that teams take the correct route. The Authority’s officials will man up to a further 3 controls, where they will issue instructions or test teams.
	3. The official competition range will have to be reorganised under the direction of the British Chief of Range to enable teams to fire in pairs. Temporary adjustments may be made to the range, which will be corrected afterwards. The Authority’s officials will man the range.
	4. Up to 2 further firing areas may be required other than the official competition range. These will be selected by the British Chief of Course in close consultation with the Contractor’s Chief of Course for clearance to use them. Safety is of paramount importance. The ranges will require preparation by both the Contractor’s officials and the Authority’s officials. The Authority will provide targets and all officials.
	5. The start and finish area will be prepared by the Contractor’s officials for the race in accordance with British Army Race Rules. The Authority will provide all officials in the pre-start area. The Contractor is to provide primary (electronic) and backup timing systems, albeit the output is limited to intermediate (electronic only) and finish times by bib number. At the finish the Authority will conduct post-finish checks.

**EX SPARTAN HIKE – RACE OFFICE REQUIREMENTS**

1. **Race Office.** The Contractor is to provide the exclusive use a suitable Race Office. It must be central to the Venue and within 800m of the accommodation used by the Race Officials. It is to include :
	1. Tables or Desks for 20 Officials in one large room.
	2. A minimum of one telephone and line.
	3. Broadband Wi-Fi connectivity to cater for 10 users simultaneously, usage shall be included in the contract price.
	4. 1 x photocopier with a sorting and stapling capability, supplied with 3,000 sheets of A4 photocopier paper and the means to obtain extra paper, if required. Access to a guaranteed backup photocopier is required at all times. Replacement toner, maintenance and repair should be in the shortest possible time, but not longer than 12 hours. (Not working hours)
	5. Private/Medical room.
	6. Large Storeroom.
	7. Kitchen facility with a fridge, dishwasher and tea and coffee making facilities.
	8. Male and Female Toilets, within the building.
	9. Lockable room to store weapons. The Authority will be responsible for the security and safety of the weapons during storage.
	10. Cleaning and the disposal of rubbish for all facilities.
2. All the requirements listed above must be ready for use when the Authority’s Main Body of officials arrive in resort at 1000 hours on the Thursday (D -2) .

**EX SPARTAN HIKE – ACCOMMODATION REQUIREMENTS**

1. **Co-ordination and Management**. The Contractor is to provide a single point of contact for all accommodation issues.

* 1. Once final confirmation of attendees (two months prior to the exercise start date) has been given by the Authority and the Accommodation Balance Stage Payment processed, should any further alterations occur, both the Authority and the Contractor will act reasonably to manage these alterations.
1. **Competitors’ Accommodation**. The Contractor is to arrange accommodation for up to 450 persons in self-catering apartments. Accommodation is to be paid for as part of the Contract.
	1. Bed linen and towels are to be provided.
	2. Nordic teams require accommodation for 6 persons, with enough space to store at least 2 pairs of skis / poles and a biathlon rifle per person. Due to the nature of the competition there is a requirement to store a large amount personal training kit; to facilitate this accommodation should be provided with a minimum of 7 beds to ensure enough room is available.
	3. Alpine teams require accommodation for 4 to 5 persons, with enough space to store 4 pairs of skis / poles per person. Due to the nature of the competition there is a requirement to store a large amount personal training kit; to facilitate this accommodation should be provided with a minimum of 5 beds to ensure enough room is available.
	4. The use of waxing is to be permitted within the accommodation block, either by use of, a garage, basement, balcony, or similar facility; competitors will provide sheets / covering and will clean the areas after use. If no waxing facilities are available at the accommodation the Contractor is to provide appropriate waxing facilities within easy reach of the centre of mass of the competitors’ accommodation.
	5. Suitable parking is to be provided on location or within the near vicinity to cater for at least one minibus or similar, per team.
	6. Teams are to return accommodation in a clean and tidy state at the end of the event, and are to complete an arrival and departure check list which is to be provided by the Contractor.
2. **Officials’ Accommodation**. The Contractor is to arrange accommodation that is to be within walking distance of the Race Office (800m) for up to 35 officials, either in a local hotel on a Full Board basis (lunch is to be provided as a packed lunch), or in self-catering accommodation.
	1. **Hotel**.
		1. The hotel should provide appropriate ski storage and waxing facilities for the officials use throughout.
	2. **Self-Catering.**
		1. The accommodation is in no more than 2 buildings or complexes.
		2. The accommodation must have a facility that will allow cooking, eating and refrigeration in a central location.
		3. Bed Linen and towels are to be provided.
3. **General Requirement**. Beds should be provided for single use only; no persons should be expected to share a double bed.
4. **Parking.** Suitable parking is to be provided on location or within the near vicinity for up to 6 large 4x4 type vehicles and 2 x LWB Vans.
5. **Visitors Accommodation**. The Contractor is to identify suitable hotel accommodation and negotiate prices for up to 10 VIPs / Visitors, at the best obtainable rate. However, the responsibility for payment of this is outside of this contract, as this will be paid for by the individual.

**EX SPARTAN HIKE – RIFLE STORAGE REQUIREMENTS**

1. **Types of Rifle Used**. The British Army has 3 types of rifle for use in Nordic / Biathlon competition, which will be used at Spartan Hike.
	1. **Anschutz Biathlon Rifle**. The Anschutz biathlon rifle is a standard civilian pattern .22 calibre sport rifle which is used in all biathlon races. Currently there is no requirement for these rifles to be stored centrally by the Authority; these rifles are to be stored by individual teams within their accommodation.
	2. **Military Pattern Rifles**. Military pattern rifles are used by all teams in the Military Patrol Race. The rifles used at Spartan Hike are standard military issue but have been specifically converted, or are fitted with conversion kits, to fire .22 calibre sports ammunition. The current military regulations require that these rifles are stored centrally and guarded by the Authority, this location will be referred to as the ‘Armoury’.
2. **Armoury Requirements**. The requirement is to store up to 300 military rifles in one location within the resort. The Contractor is to provide a suitable facility for use as an Armoury, which must be secure and within easy reach of the Authority’s officials and competitors accommodation. The location should meet the relevant Health & Safety regulations and provide the following:
	1. Entry and exit of the building where possible should be limited to no more than 2 access points. All doors and windows should be lockable. Windows with shutters are preferable.
	2. The main storage area should be approximately 30 square metres in size. Rifle racking will be provided by the Authority. After the Exercise, racking is to remain in location or be stored by the Contractor.
	3. Permanent parking space for at least one vehicle is to be provided in location. Additional parking space is to be provided within the vicinity for up to 10 x Minibuses, for use on a daily basis.
	4. A permanent guard will be provided by the Authority. Integral to the storage facilities is the requirement to provide adequate living space in location for 2 persons over a continuous 24hr period and is to include:
		1. At least 1 telephone line.
		2. Lavatory and washing-up facilities (shower facilities are not required).
		3. A minimum of 2 power points.
		4. 2 x tables and 4 x chairs.
		5. 2 x Single beds.
		6. Microwave oven.
		7. Wi-Fi connectivity.
		8. Television.
1. Competitor categories are a combination of Male / Female; Regular / Reserve Force; Veteran / Senior / Junior and Novice. [↑](#footnote-ref-1)