

REQUEST FOR PROPOSAL

SCOPE OF WORK FOR COFFEE TABLE BOOK

The Bombay Gymkhana will celebrate its 150 year anniversary in 2025 and would like to publish a “Coffee Table Book” to commemorate this event. Milestone anniversaries come along only once in a generation and a high quality, beautifully illustrated, hardcover book is a powerful way to not only celebrate The Bombay Gymkhana’s legacy, but also preserve and showcase the stories which may otherwise be lost forever.

A “Coffee Table Book” that will trace The Bombay Gymkhana’s history and record its landmark achievements in the world of sports, against the backdrop of the evolution of sports in India. The aim is to create a book that is more than just a brochure of club activities. A Book that will reflect the grandeur of the occasion, document the important place that the Bombay Gymkhana holds in the history of Indian sport, as well as prove to be an engaging read to anyone interested in sports, gymkhanas and India.

The selected person / agency will have to provide the following –

- Project management, packaging and distribution.
- Commission authors, photographers, researchers, editors and designers.
- Supervise text & image research including sourcing archival material from museums and image libraries.
- Manage editorial and production deadlines.
- Coordinate text edit, design and artworks.
- Identify processors and printers and supervise scanning, colour correction and printing.

The work whilst listed will include but not be limited to the following as well.

- **Author** – The ideal writer is one who is well-versed with the world of Indian sports, as well as has a keen interest in the social and political history of India.
- **Research** – The agency will have regular access to The Bombay Gymkhana Archives for the duration of research and writing until submission of the final manuscript.

- **Photography** – Apart from the vast archival images available with The Bombay Gymkhana, additional images would be sourced as required from Indian and International archives, libraries and museums.
- **Design & Processing** – In addition to the editorial team we will also identify a designer for the book and a processor to create print-ready files.
- **Other activities** – Agency will through its experience provide any other relevant services / expertise that further enhances our contribution to putting together and publishing their coffee table book.

Contact -

Interested parties are to write to ceo@bombaygymkhana.com with details about them selves, similar work done with photo credentials, experience of companies / clients for whom such work has been done along with their quotation and timeline needed to undertake their work.

Deadline -

Last date for submitting the R.F.P is 14th November 2022.