

Glasgow 2026 Commonwealth Games

Event Delivery Partners' Information Pack

Version 1.0 | November 2024



commonwealth
games
GLASGOW 2026



Chair's Welcome

Glasgow 2026 Commonwealth Games is set to be a Games like no other. We're creating an exciting opportunity for organisations with a passion for sport and events to become our Event Delivery Partners (EDPs) and help us bring this very special event to life.

We are building a lighter and leaner Games, building on the infrastructure and expertise of Glasgow 2014. The streamlined event will take place entirely within the city boundaries, creating an intense and immersive atmosphere, and will be an inspiration for future hosts around the Commonwealth in its sustainability and attainability. Glasgow 2026 will host some of the world's best athletes, all competing in world-class venues, in front of packed crowds and delivered in a financially sustainable way which creates a blueprint for the future of the Games.

We are looking for up to four EDPs, one for each of our Competition Venues. This document explains more about the EDP role and the procurement process. In summary, the EDP will be responsible for leading the planning and delivery of on venue operations in collaboration with the Organising Company (OC)

and its Sport team. EDPs will work closely with the OC's Games-wide suppliers, the Venue Owner (and their suppliers), the Host Broadcaster, and the EDPs own suppliers. Importantly, EDPs will be part of an integrated team of suppliers working together as one to deliver a successful Glasgow 2026.

This is an innovative model for the Commonwealth Games, and a platform for EDPs to demonstrate that a world class multi-sport event can be delivered at an affordable cost whilst maintaining high quality delivery. Together, we will ensure the sustainability of the Games for future editions and widen the pool of potential hosts countries across the Commonwealth.

George Black

Chair of Glasgow 2026 Organising Company

Expression of Interest and Pre-Qualification Questionnaire Process and Timeline

Glasgow 2026 is setting out to deliver a Commonwealth Games within 20-months, with the competition scheduled from 23 July to 2 August 2026. A commitment to timelines is critical to our delivery and procurement process. Therefore, should you wish to express your interest please do so by emailing, as soon as possible planning@glasgow2026.com

On December 4th we are hosting a market engagement event — see details below. This event provides suppliers with an opportunity to learn more about the EDP opportunity and provide feedback. Feedback will be used to finalise a Pre-qualification Questionnaire (PQQ) which will be issued on 6th December. Submission timescales will be confirmed at that time.

Whilst the PQQ will provide us with extensive information to allow us to shortlist our suppliers for the tender process, it also provides you and your team the opportunity to review what is important to us, the competencies we require and the scope of service in a high-level format. This is critical to your decision to get involved.

The PQQ will be issued in Smartsheet format and full details with instructions, will be provided in an email following your expression of interest.

Q & A Process and Contacts

As mentioned above we are creating a culture of collaboration and therefore are on hand to provide any support you require at any point in the procurement process.

Details of this will be provided on receipt of your expression of interest which as mentioned above can be done by emailing, as soon as possible to planning@glasgow2026.com



Market Engagement Event

To find out more about Glasgow 2026, becoming one of our EDPs and the tender process, and to meet the team, we are hosting a special information event.

When:	Wednesday 4th December 2024 at 13:15
Where:	Technology and Innovation Centre, 99 George St, Glasgow G1 1RD
What:	Introduction to the Games presentation, panel discussion and Q&As

Lunch will be provided from 13:15. Online attendance will also be available.

To register for the event and to find out more information, please contact planning@glasgow2026.com

Host City conference (www.hostcity.com) takes place in the Technology & Innovation Centre on the 3rd and the morning of the 4th December. Attendees of the EDP supplier engagement event are also invited to attend Host City conference on the morning of 4th December at the discounted rate of £199.

Click here to register for your half-day Host City pass with the code: **199GLASGOW26**



Invitation to Tender Process and Timeline

A commitment to timelines is also critical to our tender process, therefore following communication of our supplier shortlist, if successful, you will be “Invited to Tender” (ITT) no later than March 2025.

Detailed timelines for the tender process will be issued with the ITT and we expect the tender response period to be six weeks.

The ITT will be issued as a pack, which will include;

1

A letter of invitation to tender

2

Explanation of the Tender Process and Instructions for Submission

3

Scope of Works

The PQQ process will provide an overview of functional areas for delivery by EDPs. As part of the ITT we will provide a detailed Scope of Service including timescales, technical delivery requirements, venue concept design, financial models, challenges, and expectations.

4

Any Specific OC Criteria for Competencies or Expectations

This will provide you the opportunity to use this to highlight exceptional skillset, where you can add value or any unique selling points for your service provision. Criteria will include sustainability, EDI and social impacts.

5

Pricing Templates

6

Tender Scoring Matrix

By providing you the evaluation process it will maximise your ability to ensure your tender is aligned with our requirements and demonstrates our commitment to a true and fair process.

Games Overview

Glasgow 2026 will be the 23rd edition of the Commonwealth Games, taking place from Thursday 23 July to Sunday 2 August 2026, returning to the city 12 years after the hugely successful 2014 Commonwealth Games. Glasgow 2026 will feature a 10-sport programme concentrated across four venues within a five-mile radius of Glasgow city centre, ensuring an action-packed broadcast schedule across each day of competition and making the event accessible and appealing to spectators looking to enjoy the multi-sport environment and festival feel.

With over 500,000 tickets to be made available, there will be around 3,000 of the best athletes competing from up to 74 Commonwealth nations and territories that represent 2.5 billion people — one-third of the world's population.

Para sport will once again be fully integrated as a key priority and point of difference for the Games, with six Para sports included on the sport programme.



Sport and Venues

(Subject to confirmation of competition schedule)

Venue	Sport
The Emirates Arena including The Sir Chris Hoy Velodrome	Artistic Gymnastics*
	Track Cycling and Para Track Cycling
Scotstoun Stadium	Athletics and Para Athletics
Scottish Event Campus (SEC)	3x3 Basketball and 3x3 Wheelchair Basketball
	Indoor Bowls and Para Bowls
	Boxing
	Judo
	Netball*
	Weightlifting and Para Powerlifting
Tollcross International Swimming Centre	Swimming and Para Swimming

* An evaluation of the optimal venue allocations for Artistic Gymnastics, Netball and Ceremonies is currently underway and will conclude prior to the EDP invitation to tenders being issued.



Glasgow 2026 Operating Model

Partnership working is at the heart of delivering a successful Games. EDPs will play a critical role in bringing the Games to life and delivering a world class event for sports, athletes and fans.

The **CGF** is the Event Owner and main funder and has entered into a contract — the Host Collaboration Agreement (HCA) — with Commonwealth Games Scotland (CGS). The CGF is the custodian of the Games. It sets the Games standards and requirements. It works in partnership with CGS and the OC to advise, support and coordinate the delivery of the Games and integrate the planning of the attending Commonwealth Games Associations (CGAs) and their members. The CGF has long lasting relationships with International Federations and is a key stakeholder in the planning and implementation of the sport programme. The CGF will appoint a Host Broadcaster (HB) and lead on Sponsorship.

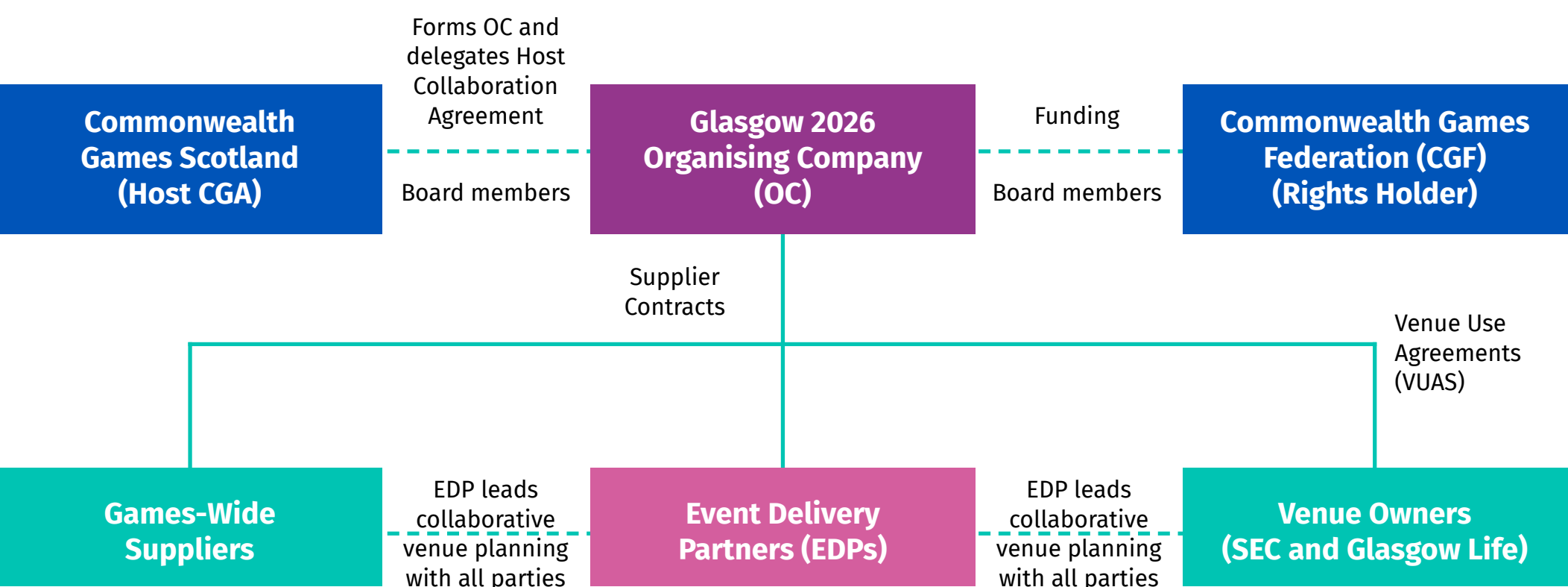
CGS is the Host CGA. CGS has formed an Organising Company to deliver the Games and has transferred its HCA responsibilities to the OC. CGS will support the OC in delivering another memorable Scottish Games, alongside its core responsibility of preparing Team Scotland for the Event.

The **OC** is the accountable organisation for delivering the Games. It is Governed by a Board of Directors which has members from CGF, CGS and a number of independents. The OC has developed a delivery model and integrated planning framework for the Games. The model and workforce plan for the OC is more streamlined and agile than at past multi-sport events and is due to be enabled by extensive use of a mature supply chain that exists in the major events industry and across Scotland. In addition to the EDP contracts, the OC will procure Games wide suppliers who will provide shared services across the Games footprint, including the competition venues. Examples of these services include Transport and IT Networks. The OC will lead on Sport.

Central to the outsourcing element of the delivery model is the appointment of up to four **Event Delivery Partners (EDPs)** — one per competition venue. Each EDP will be responsible for leading event planning and operations at the venue. This will require coordination with a range of organisations including the venue owner, the OC and its ‘Games wide’ suppliers, the HB and Sponsors, the EDPs own suppliers and (through the OC Sport team), International Federations.

The **Venue Owners** are SEC Limited and Glasgow Life. The venue owners have agreed to hire the venues to the OC and detailed venue use agreements are in the process of being agreed. The venue owners will work collaboratively with the EDPs and the OC to facilitate the Games. This will include access to their own workforce and existing supplier arrangements where required by the Games.

Key Partners and Relationships



A summary of key roles is shown below:

Organising Company (OC)	EDPs	Venue Owners	CGF and its Partners
• Overall accountability for the event • Lead Games wide event planning framework • Lead on Sport • Source Games wide suppliers such as Transport and Core Technology • Marketing and Communications • Games time C3 lead	• Lead venue design and planning • Lead collaborative venue planning • Source workforce and suppliers, including overlay suppliers • Deliver and operate the venue • Venue C3, ECR, security and safety	• Enter into a Venue Use Agreement with the OC • Collaborative venue planning • Provide resources (including existing suppliers where appropriate)	• Event owner — monitor plans to ensure delivery quality and use of funding • Lead on stakeholder relationships with the CGF family • Collaborative planning • Ensure client group needs are defined • Sponsors and Broadcasters
Collaboratively plan and deliver a World Class Games, providing a financially sustainable blueprint, inspiring more diverse Commonwealth countries to host in the future			

The Scope

The EDPs have the critical role of planning and delivering the venues and Games Time venue operations to a specification defined by and agreed with the OC. The EDP specifications will be available at the start of the tendering stage of the procurement process and as is usual for a project of this nature, over time will be further developed and confirmed using a controlled process throughout the planning phase. A description of the EDP functional areas is provided below and on the next page.



Venue Management

Planning Phase: Lead venue planning with all parties and produce the venue operating plan. Ensure that all necessary licences and approvals are obtained. Ensure that individual space and operational plans integrate effectively with each other. Control the venue budget. Lead the Venue Management team, integrating with the Venue Owner's team as required. Deliver the Venue Testing and Readiness programme.

Operational Phase: Accountable (with the Safety Officer) for safe and effective operation of the venue. Lead the Venue team. Manage the Event Control Room. Run daily Venue team briefings. Lead on venue C3 and integrate into the Games wide C3 structures.

Sport Integration

Each Sport team will be led by an OC-employed Sport Competition Manager (SCM). The SCM and Sport team are expected to become fully integrated members of the EDP/Venue team. In addition to competition, the sport functions are: Sport Operations, Sport Presentation, Athlete Medical and Anti-Doping.

The EDP and Sport team will work together with the Technical Delegate (sport specific expert appointed by the International Federation) to ensure all sport requirements are planned and delivered to the required standard.

Project Management

Planning Phase: Working with the Venue Manager, develop and control the EDP's project schedule. Provide regular status reports to the OC. Ensure that EDP deliverables are provided on time. Manage local risks and issues. Help control project and contractual changes.

Venue Overlay

Planning Phase: Develop the design provided by the OC and publish drawings and related information in line with the OC's programme schedule. Lead the integrated venue design process, involving all involved parties. Procure all EDP required overlay suppliers. Fulfil Principal Designer function. Develop the Integrated Venue Build schedule.

Operational Phase: During the Build and Derig Phases. Fulfil the role of Principal Contractor. Manage Health and Safety in compliance with CDM regulations. Ensure the venue is built on time. Manage any supplier contract variations. Once build is complete Venue Overlay will provide a facilities management service (with the venue owner) and ensure that regular inspections are performed and that repairs are completed in a timely manner.

Venue Security

Planning Phase: The OC's Central Security team will define 'Venue Specific Security Principles and Guidelines'; escalation protocols and decision-making authorities, which the EDP shall comply with. The Venue Security team will develop a proportionate security plan for the venue, with input and oversight from the OC Central Security team and the Police. The EDP will source the Security workforce, plan Security team deployments and develop security infrastructure plans.

Operational Phase: Ensure effective security operations are delivered through all phases of venue operations. Escalate issues in line with venue and Games wide C3 arrangements.

**Venue Safety, Stewarding and Spectator Medical**

Planning Phase: With Overlay and Security ensure all operational spaces and plans are safe. Source safety and medical workforce. Support safety related licencing processes.

Operational Phase: Provide Safety Officers and First Aid through all operational phases. Ensure that Spectators and all client groups on venue have a safe experience.

Venue Technology

Planning Phase: The EDP appointed Venue Technology Manager will work with the OC's Games Wide Technology suppliers (such as network provider and results, timing and scoring), and the Host Broadcaster to ensure all parties' requirements are understood by the EDP and planned to be delivered across the venue. This will require support from the venue owner's technology team.

Operational Phase: Venue Technology will work with all technology partners to ensure that all technology services are running smoothly, and to fix any issues promptly.

Venue Transport

Planning Phase: The OC will provide central transport services including bus shuttle services and a limited car fleet for Games Family. As such the Venue Transport requirements are relatively focused and include defining load zones and on venue parking areas. Define vehicle permit check point locations with Venue Security.

Operational Phase: Oversee safe, effective operation of on venue transport spaces, including parking, load zones and traffic management. Escalate issues in line with C3 processes.

Other venue operational functions

The EDP will be responsible for leading the detailed venue planning and delivery of the following venue functions: Venue Accreditation, Venue Broadcast Liaison, Catering, Cleaning and Waste, Spectator Experience, Sponsor Services, Venue Logistics, Venue Workforce Planning and Operations. Full details of the EDP scope will be provided at the tendering stage in the Specification.

Some areas of scope are still being defined by the OC, including Hospitality, Look and Protocol. The OC will define in the specification if these are responsibilities of the EDPs or the OC.

Integration with OC provided services

The EDP will be responsible for the bulk of operational delivery on venue, and overall integration on venue, including with the OC's Sport team. The OC will be responsible for Games wide integration. The OC and its suppliers will provide some services directly to venues (such as Technology listed above). Other OC provided services include: Ticketing; Merchandising; Games wide C3; Games Wide Testing and Readiness; Volunteers; selected IT applications; and Transport services.

Lots

The procurement opportunity will include four lots, one for each of the Competition Venues. Bidders may bid for multiple lots.



The **SEC** lot is the largest lot as the location for six sports. The SEC lot is also likely to include planning and operational support for some non-competition venues such as the Games Media Hub and Fleet Depot.

Bidders for the SEC lot wishing to bid for additional lots will need to demonstrate robust capacity and capability to be able to deliver more than one venue.



As the venue for Athletics, **Scotstoun Stadium** will be a focal point during the Games and will likely involve the most significant overlay work of all the lots. A new track is planned for the venue.



Located in Glasgow's East End, **Tollcross International Swimming Centre** will host Swimming and Para Swimming. Tollcross has a long history of hosting international events and delivers a great atmosphere for spectators and athletes.



The **Sir Chris Hoy Velodrome** offers Cycling fans a close-up view of the action. Next door the adaptable **Emirates Arena** will host either Netball or Gymnastics. An evaluation of these sports' venue options will conclude prior to the tendering process.

Proposed Financial Arrangements During Bidding and Post Contract Award

The ITT will provide full details of the financial model related to each service provision.

The OC is progressing a specification and outline venue design to a point where bidders should be able to price the services reasonably accurately. Given the dynamic nature of major events planning, the specification will also include areas where further information is required to confirm the EDP's price. These elements of the contract will be on a 'co-designed' basis, with the EDP, OC and other parties collaborating before the solution can be fully designed and priced. This may require a post-award variation. We believe this model will help mitigate risks for all parties and would welcome feedback from potential bidders on this subject. Feedback from bidders on this approach is sought through this EOI phase.

It is expected that tenderers demonstrate in their responses an ability to deliver the event in a financially sustainable way, such as those applied at standalone international sport events, rather than default to previous multi-sport events models.

Post contract award, suppliers will be paid in stages, subject to the satisfactory completion of defined deliverables. In line with our values, we are seeking a collaborative partnership with flexibility and a practical approach from all parties involved. This approach will be supported by formal change controls, to ensure that roles, responsibilities and organisation scopes remain clear throughout the phases.

Games sponsorship opportunities are available to suppliers, including EDPs. Where appropriate EDPs will be required to utilise the services of appointed games sponsors.



Benefits for EDP Suppliers

This is an excellent opportunity to lead and be central to the delivery of the Glasgow 2026 Commonwealth Games which brings many benefits for your business including:



Being at the forefront of delivering a global major sporting event



Developing your own teams' skills, by providing exposure to areas an innovative model



Creating new contacts, expanding your business profile and network



Opportunity for EDPs and their suppliers to become Games Sponsors



Multi team collaboration experience, working with Global suppliers



Helping develop and deliver a new blueprint for future Commonwealth Games

We believe that each EDP will be an integral part of the delivery of the reimagined Games and therefore this is an opportunity to provide legacy to the City and Scotland as well as being a part of a game-changing moment for Commonwealth Sport, which will provide a significant reference point for future major events and for your business.



**Should you wish to express your interest
please do so by emailing, as soon as possible
planning@glasgow2026.com**

www.glasgow2026.com

