

INVITATION FOR QUOTATION

Date: 06.10.2026

You are invited to submit your most competitive quotation for the following works:

S. No.	Name of the Work	Size	Quantity	EVC (Rs. in Lakhs approx. with Tax)
1	Repair and Renovation of School at Nyalkal ZPHS – Infra Development for school.	As per attached Annexure	1	44,80,000

To assist you in the preparation of your quotation, we are enclosing the following:

- a) Detailed Bill of Quantities
- b) Instructions to Bidders
- c) Draft Contract Agreement format, which will be used to finalise the agreement for this Contract.

You are requested to provide your offer by 12.10.2026 before 5 pm.

Quotations will be opened in the presence of Bidders or their representatives who choose to attend on 13.10.2026 at 11 am in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**. We look forward to receiving your quotations, and thank you for your interest in this project.

For BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT



Shri. B. Shivarudrappa

Vice President and Regional Director

Instructions to Bidders

1. Scope of Works

BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, Telangana (EMPLOYER) invites quotations for the work as detailed in the table below.

S. No.	Name of the Work	Size	Quantity	EVC (Rs. in Lakhs approx. with Tax)
1	Repair and Renovation of School at Nyalkal ZPHS– Infra Development of school	As per the attached Annexure	1	44,80,000

The successful bidder will be expected to complete the above work by 10.02.2027. The bidder may submit quotations for all the activities or may give quotations for any specific job in which he has prior experience.

2. Eligibility criteria of the bidder

- Financial turnover not less than Rs 20 lakhs for Civil projects
- Satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least one similar work of value not less than Rs 20 lakhs OR satisfactorily completed as prime contractor (or as a sub-contractor duly certified by the employer/main contractor) at least two similar works of value not less than Rs 10 lakhs.
- Vendor should have a Annual Rate Contract with Mahindra & Mahindra.

3. Bid Price

- The contract shall be for all works described in the bill of quantities, drawings, and technical specifications. Corrections, if any, shall be made by crossing out, initiating, dating and rewriting.
- All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- The rates should be quoted only in Indian rupees.

4. Submission of Quotations

- The bidder is advised to visit the site of works at his own expense and obtain all information necessary for preparing the quotation.
- Each bidder shall submit only one quotation.
- The quotation submitted by the bidder shall comprise the following: -
 - Quotation in the format given in Annexure I
 - Signed Bill of Quantities as per Annexure II; and
 - Audited financial statement and work completion report from the concerned authorities as proof for items mentioned in clause 2 (a) & clause 2 (b).
 - GST & Income Tax clearance certificate and contractor license valid as of the date
- Quotations must be received in the office of **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT, 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**, not later than the time and date given in the letter of invitation. If the specified date is declared a holiday, quotations shall be received up to the appointed time on the next working day.
- Any quotation received by **BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT – 17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad 500059**, after the deadline for submission of quotations, will be rejected and returned unopened to the bidder.

5. Validity of Quotation

The quotation shall remain valid for 15 days after the submission deadline.

6. Opening of Quotations

Quotations will be opened in the presence of bidders or their representatives who choose to attend on the date and time and at the place specified in the invitation letter.

- 7.** Information related to the evaluation of quotations and recommendations for the award of a contract shall not be disclosed to bidders or any other persons not officially concerned with the process until the award to the successful bidder is announced.

8. Evaluation of Quotations

The Employer will evaluate and compare the quotations determined to be substantially responsive, i.e. which

- a) Meet the qualification criteria specified in clause two above.
- b) Are properly signed; and
- c) Conform to the terms and conditions, specifications, and drawings without material deviations.

9. Award of Contract

The Employer will award the contract to the bidder whose quotation has been determined to be substantially responsive; who has offered a quotation which is among the three lowest evaluated quotation prices; who meets the specified qualification criteria; who agrees comprehensively to all the terms and conditions mentioned in this document and agrees to agree as given below. BAIF Institute for Sustainable Livelihoods and Development will reserve the right to finalise the bidding among the lowest three bidders.

- a) The party whose quotation is accepted, will be notified of the award of the contract by the Employer before the expiry of the validity period of the quotation. The terms of the accepted offer shall be incorporated in the Purchase Order.
 - b) The contract may be given to more than one bidder/s as found suitable if they agree to provide the material at the least price offered.
 - c) The contract shall be terminated at any point if the quality of material delivered, the scope of work and the specifications are unsatisfactory. The payment for work done to date shall be released in favour of the bidder only after satisfactory inspection by the BAIF Institute for Sustainable Livelihoods and Development.
 - d) The arrangement of water and electric power and any other machine and equipment (cranes, excavators, etc.) necessary for installation, transportation, handling, etc., will be within the scope of the bidders. Bidders are requested to include all such costs.
 - e) The bidder shall submit a work completion report mentioning the amount of work done.
- 10.** Notwithstanding the above, the Employer reserves the right to accept or reject any quotation, cancel the bidding process, and reject all quotations at any point of time before the award of the contract.
 - 11.** The bidder whose bid is accepted, will be notified of the award of the contract by the Employer before expiry of the validity period of the quotation.

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QUOTATION

Annexure I

To:

BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT
17-1-382/SN/52, Srinivasa Nagar Colony, Near Sports Club, Champapet, Hyderabad
500059

Subject: Quotation for Infrastructure Development-Repair & Renovation of schools, Painting, Plumbing, Electrical works, renovation of existing washroom, Masonry, Flooring, wall, Repair of doors and windows etc. in ZPHS Nyalkal Village, Nyalkal Block, Sangareddy District, Telangana.

Reference: Request for quotation dated _____ from BAIF Institute for Sustainable Livelihoods and Development – 17-1-382/SN/52, Srinivasa Nagar Colony, Champapet, Hyderabad 500059

Sir,

We offer to execute the Works described in your letter referred to above in accordance with the Conditions of Contract enclosed therewith for a total Contract Price of Rs. _____ (as per details of work specifications given in Annexure II attached herewith)

[in figures]

Rs. _____ [in words] including taxes.

This quotation and your written acceptance shall constitute a binding contract between us. We understand that you are not bound to accept the lowest of any quotation you receive.

We certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We hereby confirm that this quotation is valid for 45 days as required in Clause 5 of the Instructions to Bidders.

Yours faithfully

Date: _____

Authorised Signature :

Name & Title of Signatory : _____

Name of Bidder : _____

Address : _____

**LETTER OF ACCEPTANCE (ON LETTER HEAD OF THE EMPLOYER)-CUM-
NOTICE TO PROCEED WITH THE WORK**

To

Date:

Name and Address of the Contractor

Dear Sirs,

This is to notify you that we accept your quotation dated [Date] for executing the contract price of rupees [Amount in words and figures].

It is also stated that if any of the completed work is found to have a fault/becomes damaged within 12 months, the same shall be attended to by the vendor at his own cost.

You are also requested to sign the agreement form and proceed with the work no later than _____under the instructions of the Project Coordinator_____and ensure its completion within the contract period.

With the issuance of this acceptance letter, the contract for the above mentioned work stands concluded.

Yours faithfully

Authorised Signature
Name and title of Signatory

Annexure II

INFRASTRUCTURE DEVELOPMENT - REPAIR AND RENOVATION OF NYALKAL SCHOOL

S. No.	ITEM	UNIT	QTY	RATE	AMOUNT
1	Providing & applying acrylic emulsion paint "APEX" of Asian Paints or approved equivalent as per manufacturers' instructions in approved shade & colour in 2 coats after one coat of primer as per manufacturers' instructions on external surfaces of walls including preparation of surface, scaffolding etc., complete	Sqm	3,450		
2	EXTERIOR PAINTING: Providing and Applying 1 coat of Primer and 2 coats of Special type weather-proof Exterior Emulsion including Surface preparation and Filling the Cracks with Cement based putty with approved make and shade including all necessary required accessories, scaffoldings, transportation, labour, Cleaning etc. completed as directed by Engineer-In-charge	Sqm	8,877		
3	Providing & construction Brick Masonry wall of locally available Brick of below mention wall thickness using bricks of minimum compressive strength 35kg/sqm in Cement mortar (1:5) for sub structure like foundation, plinths, etc. complete to its true line & level in cement mortar proportion as specified in shapes, size, at all heights, depths, leads & curing of the same for 7 days etc. complete as per the drawings and to the satisfaction of Engineer-In-Charge b) 230 mm thick ordinary bricks.	CBM	10		
4	Providing & applying external sand faced cement plaster to sub structure concrete surfaces, brick work, curved surfaces arches in its true line & level, plumb, right angles etc. for all leads and lifts, 20mm thick applied in two coats. First coat in cement mortar (1:4) 12mm thick including making the surface ready for receiving next coat and second coat in 1:4 cement mortar 8mm thick sand faced curing, cleaning & excluding scaffolding & staging etc. complete as per instructions by engineer in charge.	Sqm	190		
5	Supply and fixing of tube light	No.	80		
6	Supply and fixing of electrical ceiling fan make: Crompton	No.	60		
7	Supply and fixing of round sheet	No.	100		
8	Supply and fixing of ceiling rose	No.	100		
9	Supply and fixing of switches	No.	250		
10	Supply and fixing 5 pin socket	No.	80		
11	Supply and fixing of fan dimmers	No.	60		
12	Supply and fixing indicator	No.	80		
13	Supply and 40 A MCB	No.	8		
14	Supply and fixing single pole mcb	No.	12		
15	Supply and fixing 16 A MCB	No.	12		
16	Supply and fixing 2 POLE MCB	No.	12		

S. No.	ITEM	UNIT	QTY	RATE	AMOUNT
17	Supply and fixing junction box	No.	150		
18	Supply and fixing of 1.sq mm and 2.5sq mm wire where required	RMT	2500.5		
19	Providing & fixing Kota ladi 25 to 35 MM thick complete with machine cut , machine polished including floor beeding & filling joints etc. complete Quote basic Price. 60/sq ft.	SQM	40		
20	SUPPLY AND FIXING 4" PVC PIPE LINE FOR DRAIN WATER WITH REQUIRED NIPPALS , ELBOWS ,TS, BENDS	RMT	60		
21	Supply and fixing of 6 inch pvc pipeline sdr2	RMT	20		
22	window hardware (Hinges, Handles, locks, tower Bolts)	No.	191		
23	Supply and fixing wooden window frames with shutters 5'X4'	No.	5		
24	window shutter	No.	56		
25	Providing and fixing ISI marked flush door shutters conforming to ISI: 2202 (Part 1-) non-decorative type, core of block board construction with frame of 1st class hard wood and well matched commercial 3 ply veneering with vertical grains or cross bands and face veneers on both faces of shutters 35 mm thick including ISI marked Stainless Steel butt hinges with necessary screws.	SQF	366		
26	Door hardware	No.	10		
27	Supply and fixing metal bathroom doors	No.	6		
28	Supply and fixing urinals	No.	10		
29	Supply and fixing washbasin with all accessories	No.	2		
30	Supply and fixing Indian WC of Parryware with P Trap	No.	5		
31	WATER PROOFING: Removing of existing cement peeled bed and laying new cc with water proofing compound ratio mixed as per engineer.	SQM	290		
32	Providing, mixing & placing in position cast in situ PCC of following proportion for base including preparing and compacting of sub-__CTRL_02__base,levelling, consolidating and finishing all form work, vibrating concrete with mechanical vibrators, curing etc. all complete as directed by Engineer-in-Charge /Designer b) 1: 3: 6	CBM	8		
33	Supply and fixing 12 model cover plate	No.	80		
34	Supply and fixing 12 model ms box	No.	80		
35	Demolishing/ breaking carefully existing brick masonry	CBM	10		
36	ss short body taps	No.	30		
37	Supply and fixing 3/4 cpvc pipe line	RMT	45		
38	Supply and fixing of 1inch cpvc pipeline including bends, coupling, brass elbows, T, whichever is required	RMT	70		
39	Supply and fixing of 1' pvc electrical pipes	RMT	100		

S. No.	ITEM	UNIT	QTY	RATE	AMOUNT
40	Supplying, detailing, and fabricating as per specifications and approved fabrication drawings (which are to be prepared by Contractor and got approved from Engineer),transporting to site and erecting structural steel members for all heights and at all levels including provision of necessary erection bolts, nuts, washers, cleats, stiffeners, gussets, base plates, and all necessary operations such as but not limited to preheating as per specifications straightening, bending, cutting, drilling, grinding, machining, if specified, welding etc. complete including cleaning, grinding and removing the welding but and preparing surface and as directed by engineer in charge.	SQM	25		
41	6 mm Gravel Chips	Ton	12		
42	Supply and fixing of SS name board 4' X 3'	No.	2		
43	Bala painting on wall with artist	No.	15		
44	CAD Design	No.	1		
	Amount				
	GST				
	Total Amount				