
REQUEST FOR PROPOSALS FOR

About BRLF:

Bharat Rural Livelihoods Foundation (BRLF) established by the Government of India as an independent society under the Ministry of Rural Development (MORD). BRLF was established to upscale civil society action in partnership with the central and state governments to ensure better implementation and outreach of government schemes and programs in collaboration with civil society organizations.

The principal objective of BRLF is to empower Rural India, improving the lives of vulnerable communities, especially the indigenous tribes, in coordination with CSOs, the Government of India, and governments of various states. BRLF aims to channelize better funds allocated by governments, banks, corporate, and other philanthropic foundations for various public programs and ensure proper grassroots implementation to generate the best results.

For more information, visit <https://www.brlf.in/>

Project Background and Context:

BRLF, in partnership with the Jharkhand state government and HDFC, is implementing the HDFC-Focussed Development Project (FDP) in four blocks of the Santhal Pargana region. The project focuses on integrated natural resource management, livelihood enhancement, and innovative climate-resilient agricultural practices. The targeted blocks include Mandro in Sahebganj district, Littipara in Pakur district.

Scope of Work (SoW) for Excavation of 12 Ponds (Each 30m × 20m × 3m):

The selected vendor will be responsible for the following:

- The work involves the excavation and construction of **12 nos.** of earthen pond with dimensions 30 meters (length) × 20 meters (width) × 3 meters (depth). The pond is intended for water storage to support irrigation, groundwater recharge, and other community water needs.
- The complete work must be completed by the bidder/vendor in the stipulated time of 1 months.
- The pond will be constructed at the designated site identified and approved by the project team/community.
- Layout marking of pond boundaries using lime or markers.
- Clearing and removal of vegetation, bushes, debris, and any other obstructions within the marked area.
- Excavation of soil to achieve the required depth of 3 meters uniformly across the entire 30m × 20m area.
- Use excavated soil to form embankments around the pond, compacted in layers for stability.
- Provision of inlet channels for runoff or irrigation-water capture.
- Provision of an outlet for safe overflow
- The details work specifications is provided in Annexure 1

Locations:

- **8 ponds sites will be located at different villages in Mandro block in Sahebganj district.**
- **4 ponds sites will be located at different villages in Littipara block in Pakur district.**
- **The contractor must inspect and confirm site conditions before starting excavation.**

General Terms & Conditions:

- The Bidder shall bear all costs associated with the preparation and submission of the RFQ.
- The bidder may visit the location to examine the soil condition, topography before bidding this RFQ.
- All documents relating to the Bid shall be in the English language.
- Upon being awarded the work, the bidder must submit a security deposit equivalent to 10% of the total order value. This security deposit will be without interest and will be reimbursed 180 days after the completion date.
- Liquidated Damages (LD): Standard LD for delay in completion shall be applicable @1% of order value for per week of delay subject to a maximum of 10% of the Order Value from 1 month after the specified date of completion.
- The financial proposal to be submitted in the format specified in Annexure 1.

Timeline

Date of Publication	10 December 2025
Last Date of Submission of Proposals	17 December 2025
Declaration of the Selected Vendor	19 December 2025
Issuance of the Purchase Order	19 December 2025
Security Deposit to be received from selected vendor	22 December 2025
Start Date of the Work	24 December 2025
Date of Completion of the Work	23 January 2026

Support by BRLF:

- BRLF will support in identification of location where the Pond construction work will be done.
- BRLF will help in identifying the beneficiaries and community mobilisation for completing the work.
- BRLF will provide technical inputs (Lay out, Monitoring, etc.) excavation of Farm Pond.

Submission of RFQ:

- The RFQ must be submitted in two parts:
 - Technical Proposal
 - Financial Proposal (as per Annexure 1)
- Submit proposals with all the technical documents and detailed cost breakdowns as per Annexure 1 and include a total cost summary for Annexure 1 after presenting individual cost details.

Pricing:

- The interested agencies would submit the financial bid only in the format annexed as Annex 1.
- Proposals should reflect cost for each component as specified in Annexure 1.
- Payments will be made based on measurement and verification of completed work.
- Final payment will be released after inspection and approval by the project team.
- BRLF reserves the right to define the payment schedule after selection of the agency.

Evaluation Criteria & Process Expectations:

Proposals that meet the mandatory requirements, as stated above, will be evaluated with the following criteria:

#	Evaluation Parameters	Total Score
A. TECHNICAL PROPOSAL		
1	Suitability of the Proposal – The contractor/vendor must have valid licence from Central/State Govt. Authorities for civil and construction works to carry out Watershed management structures.	25
2	Prior Experience – The contractor/vendor must have minimum of 5 years of experiences to complete similar type of work.	15
3	Location & Demography – The contractor/vendor must have footprint and prior work experience in similar type of work in Jharkhand. Preference would be given to the vendor having work exposure in the Santhal Pargana Region.	15
4	Ability to work in Tribal & Remote Blocks – Overall ability of the contractor to successfully complete the construction work maintaining good relationship with tribal villagers.	15
B. FINANCIAL PROPOSAL		
5	Value and Cost – The best value for money, including the highest quality services in response to the requirements, is within the desired timeline at a competitive rate and budget.	30

An Evaluation Committee would evaluate the technical and financial proposals. The total score assigned for the technical proposal is 70, and for the financial proposal is 30. BRLF reserves the right to call the shortlisted or selected agency or agencies for any queries if required.

The Agency with the highest score on the combined technical and financial bid would be selected for the award of the contract.

Shortlisted vendor or vendors at the technical proposal stage may be invited to present before the Evaluation Committee. Please note that only the shortlisted agency or agencies will be contacted.

Please submit the following documents with your technical proposal:

- (i) Profile of individual/ firm.
- (ii) Copy of valid licences obtained from Central/State Govt Authorities to carry out civil works.
- (iii) PAN Card, MSME, GST Registration, and Income Tax Return for the last three years.
- (iv) Purchase Order/Work Order of similar assignments undertaken in the past five years.
- (v) Financial Quote as per Annexure 1.

Instruction for Proposal Submission

Kindly submit the Technical and Financial proposals in individually sealed envelopes duly mentioned on the envelope, placed within a larger envelope superscribed with “*Construction of Earthen Ponds in Santhal Pargana Region, Jharkhand*”.

Deliver these envelopes by hand, via courier or speed post to the mentioned below addresses:

Bharat Rural Livelihoods Foundation
C-32, Second Floor, Neeti Bagh, New Delhi – 110049

You can also submit your technical and financial proposals via email at procurement@brlf.in.

“You are requested to submit your technical and financial proposals in encrypted form.”

Proposals must be received by BRLF either by email, hand delivery, courier, or speed post by December 17, 2025 by 5PM.

Any proposal received after the deadline will not be considered.

Annexure 1

Quote for Bill of Quantity for construction of earthen pond with dimensions 30 meters (length) × 20 meters (width) × 3 meters (depth).

Sl. No.	Description	Unit of Measure	Qty.	Amount (INR) *
1	Marking	Mtr	160	
2	Excavation (Layers 1-10)	Cu.m	935.78	
2	Excavation (Layers 6-10)	Cu.m.	375.54	
3	Stone / Grass pitching in Side walls	Cu.m.	20.7	
4	Cleaning work	Sq. m.	1200	
5	Security work	Man days	6	
6	Other Housekeeping works	Man days	6	
7	Miscellaneous works	Nos	1	
8	Grass seeding on bunds		1	

**All prices to be quoted above should be inclusive of all taxes and any other charges that may be levied.*