ASSOCIATION OF PROFESSIONAL SOCIAL WORKERS AND DEVELOPMENT PRACTITIONERS (APSWDP)

REQUEST FOR PROPOSAL (RFP)

Selection of an Agency for Renovation, Procurement, Installation and Digital Learning Setup at 15 Anganwadi Centres in Mohali District, Punjab.

Last Date for Submission: 7th November 2026
Submission Email: apswdp@gmail.com

1. About APSWDP

The Association of Professional Social Workers and Development Practitioners (APSWDP) is a registered, non-profit, country-wide professional association and membership-based organization of professional social workers and development practitioners.

Background: APSWDP is committed to strengthening social work education and practice, supporting inclusive and sustainable community development, and building a robust network of social work professionals and development practitioners. It operates across various social welfare domains, linking local organizations with international bodies and empowering rural and urban underprivileged youth.

Key Objectives:
Promote social work as a profession through national, regional, and international cooperation and networking.

- Strengthen professional values, ethics, standards, and relationships with employing organizations.
- Build a think tank of social work professionals to provide solutions and action plans for complex social issues of national importance to government bodies.
- Support community-based and social organizations by encouraging trained social workers to participate in policy formulation, training, and program monitoring.

Key Activities:
Conducting inter-stakeholder training courses, workshops, seminars, and symposia.

- Undertaking primary and empirical research studies, case studies, and documentation of best practices.
- Publishing peer-reviewed technical journals and news bulletins on social work and development sectors.
- Participating in citizen advocacy campaigns to bring about ground-level improvements.

Further details and updates are available at www.apswdp.org.

2. Invitation and Purpose

APSWDP invites proposals from eligible organisations and service providers for the assessment, renovation, procurement, supply, delivery, installation, testing, and handover of improvements at 10 Anganwadi centres in Mohali district, Punjab. The objective is to create safer, more functional, accessible, hygienic, and stimulating spaces that support early childhood care, play, and learning. One designated room at one of the centres will be developed as a digital learning room with necessary equipment, connectivity, and learning materials.

3. Scope of Work, Deliverables, and Work Allocation Criteria

The scope of work is categorized into specific deliverables across all 10 centres.

- Site Assessment and Planning: Visit all 10 centres; verify measurements, existing conditions, electrical points, internet feasibility, safety risks, and item requirements. Submit a centre-wise work plan and bill of quantities (BOQ) for APSWDP approval before execution.
- Civil Repairs and Flooring: Execute minor civil repairs, patching, plastering, dampness treatment where specified, safe edge finishing, durable and washable child-safe flooring, skirting, and related finishes.
- BALA and Educational Painting: Implement Building as Learning Aid (BALA) paintings, age-appropriate alphabets, numbers, shapes, local environment, and learning murals using low-VOC, child-safe paints.
- Electrical and Lighting: Supply and install suitable LED lights, ceiling fans, and safe wiring/accessories with proper earthing and protection.
- Furniture, Mats, and Learning Resources: Provide child-safe floor mats, storage units, tables/chairs, books, puzzles, toys, and other non-electronic teaching-learning materials.
- Electronic Equipment: Supply genuine products with manufacturer warranties, including TVs/displays, sound systems, and specified appliances.
- Digital Learning Room Setup: Develop one designated centre into a digital learning room equipped with a smart display, computing device, internet connection with Wi-Fi router, power protection, cabling, appropriate furniture, and digital learning content.
- Delivery, Installation, and Handover: Transport materials to each site, complete professional installation, testing, cleaning, debris removal, inventory tagging, and official handover with completion checklists.

Criteria for Determining Work Allocation for Each Agency

Agency selection and work allocation will be strictly determined based on a comprehensive evaluation process:

1. Responsiveness Check: Verification that the proposal is received by the deadline, signed, complete, and includes all necessary documents and BOQs.

2. Eligibility Screening: Assessment of legal registration, PAN, GST details, relevant background experience, and conflict/debarment disclosures.

3. Technical Evaluation (70 Marks): Scored on relevant past experience and references (20), methodology and work plan (15), compliance with technical specifications and product quality (20), and delivery timeline, warranty, and safety plans (15). A qualifying threshold of 42/70 is required.

4. Financial Evaluation (30 Marks): Assessment of the total evaluated cost for the approved scope, inclusive of taxes, delivery, installation, and recurring charges. The lowest responsive price receives maximum marks, with others scored proportionally.

4. Indicative Technical Specifications

- Flooring: Durable, non-slip, easy-to-clean, and child-safe finish.
- Paint & BALA Artwork: Low-VOC/low-odour interior paint; washable finishes with pre-approved mock-ups.
- Fans & LED Lights: Energy-efficient ceiling fans and 18–24 W LED fittings with complete accessories and safe wiring.
- Digital Room Display & Sound: Minimum 43-inch Full HD Smart TV/display with Wi-Fi capability, paired with a compact powered sound system/soundbar.
- Internet/Wi-Fi: Reliable broadband/fibre or available connection with Wi-Fi router, setup, and distinct recurring subscription terms.
- Water Purifier & Safety: Quality-assessed purification units (where listed in BOQ) and robust electrical safety components (MCB/RCCB, proper earthing).
- Learning Resources: Non-toxic, durable, age-appropriate toys, books, puzzles, and anti-slip mats.

5. Indicative Quantity Schedule

Provisional quantities for the 10 centres and digital room are outlined in the companion BOQ workbook. Bidders must quote item-wise unit rates, taxes, and installation charges separately. Quantities must be jointly verified on-site before execution.

6. Eligibility Criteria

- Must be a recognized NGO, society, trust, company, partnership, proprietorship, or contractor entity with valid registration proof, PAN, and GST details.
- Demonstrated relevant experience in civil repairs, education infrastructure, or supply-and-installation assignments.
- Submission of signed declarations confirming no debarment/blacklisting by public institutions and full compliance with labour, tax, and child-safeguarding laws.

7. Proposal Submission Requirements & Financial Proposal

- Technical Proposal: Cover letter, organization profile, relevant past project evidence, methodology, mobilisation plan, staffing, and safety protocols.
- Separate Financial Proposal: Must be submitted as a distinct, itemised financial quote using the completed BOQ workbook detailing unit rates, quantities, taxes, installation fees, and delivery totals. Additionally, itemise any recurring costs (such as internet subscriptions) separately.
- Supporting Documentation: Warranty commitments, after-sales service plans, product brochures, and signed eligibility declarations.

8. Evaluation Process

• Stage 1: Responsiveness Check

• Stage 2: Eligibility Screening

• Stage 3: Technical Evaluation (Threshold: 42/70 marks)

• Stage 4: Financial Evaluation (30 marks)

• Stage 5: Due Diligence and Final Selection by APSWDP

9. Delivery, Quality, and Payment

• Execution begins only after written work order issuance, joint site verification, and final approval of the BOQ and artwork.

• All supplied goods must be brand new, unused, and strictly compliant with approved specifications.

• Payments will follow agreed milestones against verified delivery, installation, and signed completion certificates. Defect rectification remains the contractor's responsibility during the warranty window.

10. General Conditions

• Bid preparation costs are non-reimbursable.

• Strict adherence to child protection, data privacy, and inclusive cultural representation is mandatory across all murals, designs, and materials.

11. Submission and Contact Details

Submit the complete technical proposal, separate financial proposal, and editable BOQ via email to apswdp@gmail.com no later than 7th October 2026.

Email Subject: “RFP – Anganwadi Renovation and Digital Learning Setup – [Applicant Name]”

Queries: **Karamveer Singh, CEO, APSWDP | Mobile: +91 9466076800 | Email: apswdp@gmail.com | Website: www.apswdp.org**