TENDER DOCUMENT

NOTICE INVITING TENDER (NIT)

Date: [10-11-2026]

AROH Foundation, an ISO Certified organization of national repute working towards social upliftment in multiple sectors like education, livelihood, health & sanitation, women empowerment, skill development, environment, and community development, invites sealed quotations/tenders from eligible vendors/agencies/service providers for the requirement mentioned below.

1. Tender Details

- **Name of Project:** HRDP_MON P1024 (2026-2027)
- **Nature of Work:** Renovation of Skill Centre for Providing Tailoring Skill Development Training to SHG Women and Setting Up a Women-Led Micro Enterprise
- **Project Location:** MON, Nagaland.
- Tender Type: Open
- Contract Period: 03 Months
- Last Date for Submission: [30-11-2026]
- Tender Opening Date: [10-11-2026]

2. About AROH Foundation

AROH Foundation is an ISO Certified organization of national repute working towards social upliftment in multiple sectors such as education, livelihood, health & sanitation, women empowerment, environment sustainability, and community development through various CSR and development sector initiatives across India.

3. Scope of Work

The Detailed Scope of Work:

S. No.	Work Component	Scope / Specifications
1	Site Preparation	Cleaning of the complete room and surrounding area, removal of damaged plaster, debris, dust, unwanted materials, and preparation of surfaces for renovation work.
2	Civil Repair Works	Repair cracks, damaged walls, ceiling, and plaster wherever required. Filling holes, leveling uneven surfaces, and repairing corners and edges to achieve a smooth finish.

3	Internal Wall Painting	Apply wall putty, primer, and minimum two coats of premium quality emulsion paint on all internal walls and ceiling. Colour combination to be Blue and White as approved by AROH Foundation.
4	External Wall Painting	Apply exterior weather-resistant primer and two coats of exterior paint on all outer walls of the building using a Blue and White colour combination.
5	Ceiling Painting	Complete ceiling preparation with putty and primer followed by two coats of white emulsion paint for a bright classroom environment.
6	Door & Window Painting	Repair, sanding, and painting of all doors, window frames, grills, and shutters with enamel paint. Replace minor damaged fittings wherever required.
7	Floor Renovation	Repair damaged flooring (if required), cleaning, polishing, and finishing to make the floor suitable for tailoring training activities.
8	Electrical Works	Inspection and repair of electrical wiring, switches, sockets, LED lights, ceiling fan points, distribution board, and other minor electrical fittings required for sewing machines and training equipment.
9	Ventilation & Finishing	Cleaning and finishing of ventilation openings, window glass, grills, and complete finishing of painted surfaces.
10	Final Cleaning & Handover	Complete cleaning of the renovated building, removal of construction waste, touch-up painting (if required), and handover of the Skill Centre in ready-to-use condition.

Colour Theme (Blue & White)

The Skill Centre shall be painted in a professional and vibrant Blue and White theme to create a welcoming learning environment for women trainees.

Recommended Colour Combination

- White: Ceiling, major wall surfaces, and interior brightness.
- Blue: Feature walls, lower wall borders, doors, window frames, and exterior design elements.
- The final colour pattern shall be approved by AROH Foundation before execution.

Quality Standards

The contractor/vendor shall ensure:

- Use of branded quality primer, putty, emulsion, and exterior weatherproof paint.
- Smooth and uniform paint finish without patches or peeling.
- Proper curing and drying between coats.
- Neat workmanship and adherence to safety practices during execution.
- Protection of existing fixtures, windows, and flooring during painting work.

Deliverables

Upon completion, the contractor shall hand over:

- Fully renovated Skill Centre (15 ft × 15 ft × 8 ft).
- Interior and exterior painting completed in Blue and White theme.
- Repaired walls, ceiling, doors, windows, and electrical fittings.
- Clean, functional, and ready-to-use training centre for Women Tailoring Skill Development and SHG Micro Enterprise Activities.

Completion Timeline

The entire renovation work shall be completed within 15–20 working days from the date of work order, including procurement of materials, civil repairs, painting, electrical works, finishing, and final cleaning.

4. Eligibility Criteria

• Valid PAN Card
• GST Registration Certificate
• Company/Firm/Agency Registration Certificate
• Minimum 5 years of relevant experience
• Experience of working with NGOs/CSR/Government projects preferred
• Submission of previous work orders/completion certificates
• Financial stability and operational capacity
• Ability to execute the assignment within the prescribed timeline

AROH FOUNDATION

5. Documents Required

• Company/Firm Profile
• PAN Card
• GST Registration Certificate
• Registration Certificate/Incorporation Certificate
• Previous Work Orders/Completion Certificates
• Audited Financial Statements/ITR
• Signed Tender Document
• Financial Quotation
• Declaration Letter

6. Technical Proposal

The technical proposal should contain:

- Understanding of project requirement
- Execution methodology/work plan
- Timeline for completion
- Team composition/manpower deployment
- Relevant organizational experience

7. Financial Proposal

The financial quotation should include complete details in the prescribed format with GST mentioned separately.
Rates should remain valid for a minimum period of 15 days.

8. Evaluation Criteria

The tender/proposal shall be evaluated based on:

- Technical competency
- Relevant experience
- Financial competitiveness
- Past performance
- Compliance with tender terms & conditions

AROH Foundation reserves the right to accept or reject any proposal without assigning any reason.

9. Terms & Conditions

1. Incomplete or late submissions shall not be considered.
2. The selected agency/vendor shall comply with all statutory norms and legal compliances.
3. Payment terms shall be finalized mutually and released against invoice and supporting documents.
4. The organization reserves the right to terminate the contract in case of unsatisfactory performance.
5. The bidder shall maintain confidentiality of all project-related information.
6. Any dispute arising out of this tender shall be subject to the jurisdiction of Noida, Uttar Pradesh.

10. Submission Details

Procurement Department
AROH Foundation
F-52, Sector-8, Noida, Uttar Pradesh
Please visit: https://aroh.in/tender