



**BAIF INSTITUTE FOR SUSTAINABLE LIVELIHOODS AND DEVELOPMENT**  
State Office: Odisha  
Plot No.: 1565/2682, At Bhatra, PO. Dhanupali, Sambalpur  
Odisha 768005  
Mobile No.: +91 7894418530

**INVITATION FOR QUOTATION**

To

Date: 14-12-2025

---

---

---

---

Dear Sir / Madam,

**Sub.: INVITATION FOR QUOTATION FOR “Farm Pond Excavation”**

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

Sr. No.	Brief description of the product/work/ service	Specifications	Quantity (Unit)	Delivery period	Place of delivery/work/service
1.	Farm Pond Excavation	As per attached TS and Design in Annexure 1	20	Within 15 days from date of issue of P.O.	Narayanpur, Chhattisgarh

**Detailed Description of the Product: As above**

**1. Quoted Price:**

- a. The offer shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating, and re-writing.
- b. The party shall quote for goods/services in the attached format of quotation.
- c. All duties, taxes, and other levies payable on the raw materials and components shall be included in the total price.
- d. The rates quoted by the party shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e. Delivery and transportation at the cost of the party.
- f. The prices shall be quoted in Indian Rupees only.

2. Each party must submit only one **SEALED** quotation. Party shall not contact other parties in matters related to this quotation.

**3. Validity of Quotation**

The quotation shall remain valid for a period not less than 30 days after the deadline fixed for submission of quotations.



#### 4. Evaluation of Quotations

- a. BAIF will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed, and conform to the terms & conditions and specifications.
- b. The evaluation would be done for all the goods / services put together or separately as feasible. The items for which no rates have been quoted would be treated as zero and the total amount would be computed accordingly.
- c. A list of similar work undertaken with details of clients etc. if any, should be provided.
- d. Contract will be awarded to the responsive party/parties based on technical-cum-commercial grounds.

#### 5. Award of contract

- a. The contract will be awarded to the party/parties whose quotation has been determined to be substantially responsive and technical specifications and commercial terms best suited to the requirement. BAIF, prior to the expiry of the validity period of the quotation, will notify the party/parties whose quotation has been accepted for the award of contract. The terms of the accepted offer shall be incorporated in the Purchase Order or Work Order. Quotations shall include GST and PAN Numbers.
- b. Notwithstanding the above, BAIF reserves the right to accept or reject any quotation and to cancel the procurement process and reject all quotations any time prior to the award of the contract.
- c. Rate contracts can be entered into for subsequent procurement. Order may be given partially and in multiple slabs.
- d. The party/parties are bound to abide by the Internal Committee guidelines of the Organisation.

6. Normal commercial guarantee / warranty shall be applicable to the supplied goods.

7. Payment terms: Within 10 days after delivery by cheque / electronic transfer on receipt of invoice.

8. Queries pertaining to specifications and scope, if any, may be clarified by contacting the undersigned during office hours.

9. You are requested to provide your offer **on or before 29<sup>th</sup> December, 2025** in the name of **BAIF Institute for Sustainable Livelihoods and Development - Odisha** only at the above address or mail to [bisld.odisha@baif.org.in](mailto:bisld.odisha@baif.org.in) in **password protected file**.

10. We look forward to receiving your quotations and thank you for your interest in this project.

A handwritten signature in black ink, appearing to be a stylized 'S' or a similar mark.

**BAIF Institute for Sustainable Livelihoods and Development**

**“Farm Pond Excavation”**

A handwritten signature in blue ink, appearing to be a stylized 'S' or a similar mark.

Authorised Signatory



To be printed on letterhead / entered in printed quotation / proforma invoice / entered in this format with detailed stamp / seal)

Quotation No.:

Date:

To

The Chief Programme Executive

BAIF

Odisha

Quotation for \_\_\_\_\_

Sr. No.	Description of Goods	Specifications, scope, make, etc.	Unit	Qty.	Quoted Unit Price (Rs.)	Total Amount (Rs.) (A)	GST (____%) (Rs.) (B)	Other taxes/packing /installation charges / Discount (Rs.) (C)	Transportation (Rs.) (D)	Gross Amount (Rs.) (A+B+C+D)
1										
2										
3										
4										
5										
<b>Total</b>										

**Terms and Conditions:**

1. Warranty / Expiry : \_\_\_\_\_
2. Terms of payment : \_\_\_\_\_
3. Delivery of material within : \_\_\_\_\_
4. Delivery at : \_\_\_\_\_



**Annexure-1**  
**BAIF Institute for Sustainable Livelihoods and Development (BISLD)**

**Name of Project** FRDP- P1171, Narayanpur  
**Focus Area** NRM  
**Name of work** Farm Pond Construction

Farm Pond Inputs			
A	Item	Dimension	Unit
Length	14	m	
Width	14	m	
depth	3	m	
Side slope	1		
Bottom width	8	m	
Bottom length	8	m	
Mid length	11	m	
Mid width	11	m	
Area of surface A	196	Sq. met	
Area at 50% depth B	121	Sq. met	
Bottom area	64	Sq. met	
Volume of earth work	372	cubic meter	

$$\text{Soil work (cum)} = \frac{A + 4 \times B + C}{6} \times D$$

A- Surface Area Sq.m  
B- Area at 50% depth  
sq.m

C- Area at Bottom Sq.m  
D- depth of pond

length	width
13	13
12	12
11	11
10	10
9	9
8	8

B Volume of earth work for every 0.50m depth of excavation				
	Average Length	Width	Depth	Quantity
0 - 0.50	13.5	13.5	0.5	91.13
0.50 - 1.00	12.5	12.5	0.5	78.13
1.0 - 1.50	11.5	11.5	0.5	66.13
1.50 - 2.00	10.5	10.5	0.5	55.13
2.0 - 2.50	9.5	9.5	0.5	45.13
2.5 - 3.00	8.5	8.5	0.5	36.13
				371.78

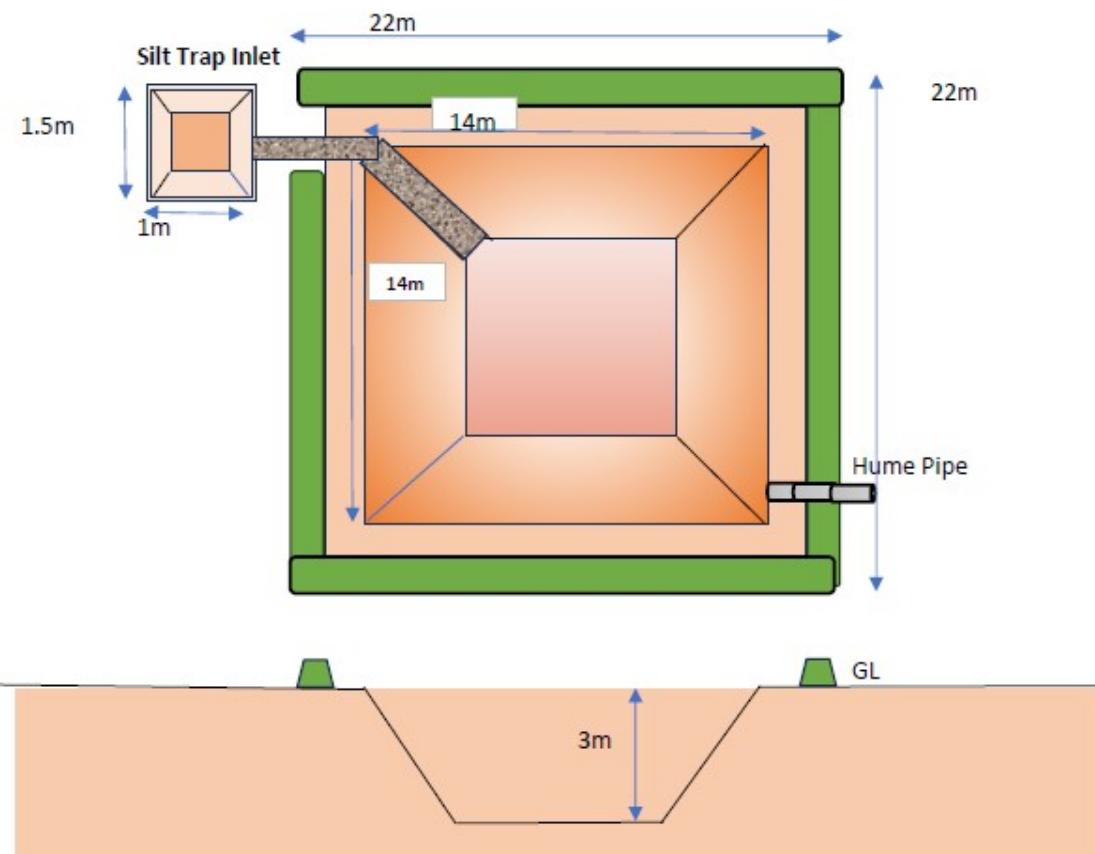
C	Excavation of water inlet	Dimension	Unit
Length	9	m	
Top width	1	m	
Bottom width	1	m	
Height	0.5	m	
Section	0.5	m	
Volume of excavation	4.5	cum	
D	Stone Pitching (22cm thick dry stone pitching without quarry spall) with individual stones of 22 cm depth	18	sq m
E	Bund Formation		
Length	80	m	
Top Width	2	m	
Bottom width	3	m	
Bund height	1.5	m	
Section	3.75	m	
Qty. - Soil required	300	cum	
F	Formation of Silt Trap		
Length	1.5	m	
Width	1	m	
Depth	1	m	
Quantity	1.5	cum	
G	Grass turfing on all four sloping sides of bund inside and outside	134.16	Sq.m



BAIF Institute for Sustainable Livelihoods and Development (BISLD)

Name of Project	Samudayik Utthan FDP
Focus Area	NRM
Name of work	Farm Pond Construction

Sr. No.		Unit	Quantity
1	Earthwork in excavation by hydraulic excavator as per the design section in all kind of soil, soil mixed with kankar, pebbles & boulders upto 300mm size and disposal of soil upto 10m with lift and		
	0 - 0.50	cum	91.13
	0.50 - 1.00	cum	78.13
	1.0 - 1.50	cum	66.13
	1.50 - 2.00	cum	55.13
	2.0 - 2.50	cum	45.13
	2.5 - 3.00	cum	36.13
2	Compaction of Bund formed by the excavated earthwork at optimum moisture content by mechanical means or by hand rammers including all lead and lift.	cum	300.00
3	Excavation for water inlet	cum	4.50
4	Stone Pitching at water inlet and at downward side of bund opening at water inlet (22cm thick dry boulder pitching without quarry spall) with individual stones of 22 cm depth including all lead and lift	cum	5.45
5	Stone transport for pitching (upto 10km)	cum	5.45
6	Excavation for Silt Trap	cum	1.50
7	Hume Pipe with Colar 150 mm dia	RM	4.00
8	Transportation of Hume pipe up to 10 km	No.	2.00
9	Fixing of Display Board with Vinyl paste (4x3 Square feet) MS Square Bar ACP Board	Nos	1.00
10	Grass turfing on prepared surface on all sloping sides of bund, including seeds all other operations complete including all lead and lifts	sq-m	134.16



Sr. No.	Particulars	Dimension (in m)
1	Top of the Bund	1.5
2	Bottom width of Bund	3
3	Height of Bund	1.2
4	Berm	1

✓