

REQUEST FOR PROPOSAL (RFP) FOR VENDOR EMPANELMENT

Engagement of an Implementation Partner for a Holistic Solid Waste Management (SWM) Programme across Sanand (10 villages), Una and Samhalka

RFP Reference No.	2026-27/002506
Date of Issue	24-09-2026
RFP opening Date	24-09-2026
Last Date & Time for Submission	[29-09-2026], 05:00 PM IST
Mode of Submission	Email to procurement@smsfoundation.org.in , subject line: "Proposal – SWM Programme, Sanand/Una/Samalkha"
Project Duration	01-10-2026 to 31-03-2027
Project Locations	16 villages in Sanand (Gujarat), 6 Villages in Una (Himachal Pradesh) & 7 Villages in Samalkha (Haryana)

1. Background

S M Sehgal is inviting proposals from experienced, registered organisations to design, implement and hand over a holistic Solid Waste Management (SWM) programme across three rural geographies of Samalkha (Haryana), Sanand (Gujarat) and Una (Himachal Pradesh).

2. Objective of this RFP

Through this RFP, S M Sehgal seeks to identify and engage a competent Service Provider to:

- Establish door-to-door (D2D) waste collection and decentralised storage/sorting infrastructure across all project villages;
- Build household- and community-level awareness and source-segregation behaviour through sustained IEC/BCC engagement;
- Formalise and professionalise the local waste workforce, including occupational identity, welfare-scheme linkage and SHG formation;
- Progressively scale D2D coverage and segregation
- Institutionalise the system with the respective Gram Panchayats through a trained local Single Point of Contact (SPOC).

3. Scope of Work

Phase	Indicative Period	Focus & Key Activities
Phase 1	Months 1–3	Mobilisation & baseline: Panchayat/Sub-Divisional approvals; team onboarding; GVP mapping with cause list; KAP survey of waste generators; sanitation-worker needs assessment; route and informal-aggregator-market mapping; 2 clean-up drives per village; baseline report.
Phase 2	Months 4–6	Collection infrastructure: design of door-to-door (D2D) collection system; siting/construction of decentralised storage & sorting sheds; deployment of collection tricycles/vehicles; onboarding of forward-linkage vendors; trial collection cycle; worker training on safe collection and 4-way segregation; safety-gear distribution.

Bidders should note that D2D coverage and segregation percentages above are indicative reference points (based on comparable rural SWM engagements) and should be validated and refined by the Service Provider's own baseline assessment for each geography.

4. Project Locations & Coverage

- Sanand: 10 villages in Sanand Taluka, Gujarat.
- Una: 6 villages of Una, Himachal Pradesh.
- Samhalka: 7 villages of Samhalka, Haryana.

ALL VILLAGE HOUSEHOLD DATA SAMALKHA		
S.No.	Village Name	House
1	Chulkana	2600 Approx.
2	Dehra	924 Approx.
3	Kiwana	2450 Approx.
4	Mahawati	904 Approx.
5	Patti Kalyana	1639 Approx.
6	Pawati	779 Approx.
7	Haldana	420 Approx.
ALL VILLAGE HOUSEHOLD DATA SANAND		
S.No	Village name as per Census 2011	Total Population of Village as per Census 2011
1	Mankol	5,862
2	Zolapur	4,807
3	Melasana	1,912
4	Lilapur	1,567

5	Vinchhiya	2,427
6	Vasna lyava	2,624
7	Daduka	2,360
8	Naranpura	612
9	Pava	2,085
10	Kodaliya	1,009
11	Siyawada	550
12	Makhiyav	1200
13.	Charrodi	500
14	Hirapur	350
15	Rupavati	568
16	Charal	600

Una Household Village

Name of Village	No of Household
Nangal Kalan	969
Dulehar	825
Nangal Khurd	870
Haroli	1100
Bathri	750
Goindpur Jaichnad	516

5. Key Deliverables & Reporting

- Baseline report covering GVP mapping, KAP survey findings, worker needs assessment and route/aggregator mapping, within the first 3 months.
- Functional D2D collection system, decentralised storage/sorting sheds and, subsequently, Transfer-cum-Sorting-Point (TSP) sheds in every project village.
- A trained and equipped sanitation workforce, with occupational IDs issued and welfare/insurance-scheme enrolment completed for all engaged workers.
- Quarterly progress reports and fund-utilisation statements, and a dashboard tracking D2D coverage, segregation rates, worker enrolment and TSP inflows.
- Village-specific SWM Manual and SOPs, a trained local SPOC in each Panchayat.

6. Proposal Submission Requirements

- Organisational profile, legal status, PAN/GST/registration certificates.
- Relevant experience: at least 2–3 comparable SWM/rural-sanitation assignments, with client references and contact details.

7. Financial Proposal Format (Annexure A)

Bidders must present their six months cost build-up under the following four cost heads, consistent with the structure below (a completed reference example, drawn from a comparable rural SWM engagement, is available on request for orientation only; bidders' own rates and units should reflect their proposed staffing and activity plan).

October 2026 to March 2027

S. No.	Cost Head	Unit	Rate/Unit (₹)	No. of Units	Total Cost (₹)
1	Human Resources (Project Lead, Community/SWM Lead, Field Executives, Project Assistant, Relationship Manager, etc.)				
2	Baseline study to identify the gaps in waste management				
3	Community Engagement, IEC/BCC, Training, Collateral & Printing, Clean-up Drives, Space Transformation				
4	Workforce Safety (safety gear, PPE, one-time and recurring)				
5	Setting up collection infrastructure and storage infrastructure				
6	Local Travel & Local Office Operations (rent, utilities, support staff, office set-up, miscellaneous)				
	Sub-Total (1+2+3+4+5+6)				
	Add: GST @ 18%				
	Grand Total				

8. Instructions for Submission

- Proposals must be submitted by email to procurement@smsfoundation.org.in on or before [insert date and time], with the subject line "Proposal – SWM Programme, Sanand/Una/Samhalka."
- Technical and Financial proposals must be submitted as separate, clearly labelled PDF files, along with the completed Excel financial-proposal template.
- Proposals received after the deadline, or that are incomplete, unsigned, or submitted in a different format, are liable to be rejected.

9. Terms & Conditions

- This RFP does not constitute an offer and does not commit S M Sehgal to award any contract or to bear any cost incurred by bidders in preparing their proposals.
- S M Sehgal reserves the right to accept or reject any or all proposals, to negotiate terms with the selected bidder(s), and to cancel this RFP process at any stage without assigning reasons.
- All information shared through this RFP and during due diligence is confidential and must not be disclosed to third parties without prior written consent.
- The selected Service Provider will be required to sign a formal contract/MoU incorporating detailed terms of engagement, payment milestones, reporting obligations, and applicable statutory compliances prior to commencement of work.
- The quotation should be addressed to the **Gurugram Office** and clearly mention the **respective delivery/project location**. If the requirement covers multiple locations, the vendor should provide **separate quotations for each location** for better evaluation, comparison, and further procurement processing.
- Payments will be milestone- and deliverable-linked, released against quarterly progress and fund-utilisation reports, as detailed in the contract.

10. Contact Details

For any queries related to this RFP, and Official Procurement Contact Details

Field	Details
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