



GiftAble Foundation

Kasturinagar, Bangalore

REQUEST FOR PROPOSAL (RFP)

for the

Manufacture and Supply of School Bags

(Inclusive & Aspirational-District-Linked Procurement)

RFP Reference No.	RFP/GF/2026/001
Mode of Submission	eMail / two-bid system
Date of Issue	15 / June / 2026
Last Date & Time for Submission	06 / July / 2026, 11:59 PM IST
Estimated Quantity	5000 school bags
Bid Validity	120 days from the last date of submission

This document contains 12 pages. It is not transferable.



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Disclaimer

This Request for Proposal (“RFP”) is issued by GiftAbleD Foundation (the “Purchaser”) solely to invite proposals from eligible vendors for the manufacture and supply of school bags. It is neither an agreement nor an offer by the Purchaser to the prospective bidders or any other party.

The information contained in this RFP is provided to assist bidders in the preparation of their proposals. The Purchaser makes no representation or warranty, express or implied, as to the accuracy, completeness or reliability of the information herein. Bidders are advised to conduct their own independent assessment before submitting a proposal.

The Purchaser reserves the right to amend, modify, suspend, cancel or withdraw this RFP at any stage, in whole or in part, and to accept or reject any or all proposals without assigning any reason and without incurring any liability. The issue of this RFP does not bind the Purchaser to procure any quantity or to enter into a contract with any bidder.

1. Introduction and Background

GiftAbleD Foundation (the “Purchaser”) intends to procure good-quality, durable school bags for distribution to student. Through this RFP, the Purchaser invites competitive proposals from eligible manufacturers and suppliers (the “Bidder(s)” / “Vendor(s)” / “Supplier(s)”).

Beyond securing value for money and reliable supply, this procurement is designed to advance two specific public-policy objectives: (i) promoting economic activity and employment in India’s Aspirational Districts, and (ii) advancing the dignity, livelihood and inclusion of Persons with Disabilities (PwD) in the workforce. These objectives are reflected in the mandatory eligibility conditions set out in Section 3.

1.1 Objectives of the Procurement

- To procure school bags conforming to the technical specifications in Section 4 at competitive and reasonable prices.
- To ensure timely, reliable supply and after-sales support across the delivery locations specified by the Purchaser.
- To channel procurement towards production units located in Aspirational Districts.
- To promote inclusive employment by engaging suppliers whose workforce includes a meaningful proportion of Persons with Disabilities.

2. Scope of Supply

The selected Bidder shall manufacture, brand (if required), pack and deliver school bags conforming to the specifications in Section 4, to the locations and on the schedule notified by the Purchaser. The indicative scope is summarised below; the Purchaser may revise quantities by up to ±10% at the contracted unit rate.

Particular	Details
Item	School bags (specifications at Section 4)
Estimated quantity	5000 units (subject to ±10% variation) or as per purchaser’s decision
Size variants	Small (Classes 1–5) and Large (Classes 6–10)]
Delivery locations	[District / block-level locations to be specified in the work order]
Delivery schedule	Within 250 days of work order, in agreed lots. As per purchaser’s instructions.
Packing	Bulk-packed in cartons, clearly labelled with size, quantity and destination
Warranty	Minimum 12 Months/10 wash against manufacturing defects

3. Eligibility Criteria

Only Bidders who meet ALL of the criteria below on the last date of bid submission are eligible to participate. Bids that fail to meet any mandatory criterion will be summarily rejected at the eligibility stage without further evaluation. Each criterion must be supported by the documentary evidence indicated.

3.1 Mandatory Eligibility Conditions

TWO SPECIAL MANDATORY CONDITIONS APPLY TO THIS PROCUREMENT

Clause M-1 (Aspirational District production unit) and Clause M-2 ($\geq 20\%$ Persons with Disabilities in the workforce) are non-negotiable. Non-compliance with either clause renders the bid ineligible.

Clause M-1 — Production Unit located in an Aspirational District (MANDATORY)

The Bidder must own or operate at least one functional production/manufacturing unit physically located within an “Aspirational District” as identified under the Aspirational Districts Programme of NITI Aayog, Government of India. The school bags supplied under the resulting contract shall be manufactured at such unit.

Definition. “Aspirational District” means a district included in the list of Aspirational Districts notified by NITI Aayog (Government of India) and in force as on the last date of bid submission. The current list shall prevail in case of any update.

Documentary evidence to be submitted (any one or more establishing physical presence and operation in an Aspirational District):

- Factory licence / registration under the Factories Act, 1948 (or applicable State law) showing the unit address in an Aspirational District.
- Udyam Registration (MSME) certificate reflecting the manufacturing unit address.
- GST registration certificate listing the place of business / additional place of business in the Aspirational District.
- Property document / valid lease or rent agreement and a latest utility bill (electricity / water) for the unit.
- Self-declaration in the format at Annexure D, naming the district and confirming it appears in the NITI Aayog Aspirational Districts list, supported by the above.

The Purchaser reserves the right to physically inspect the production unit and to verify the documents. Misrepresentation will lead to rejection / termination and forfeiture of EMD / performance security, in addition to action under the bid declarations.

Clause M-2 — At least 20% of the Workforce shall be Persons with Disabilities (MANDATORY)

At least twenty per cent (20%) of the Bidder’s total workforce engaged at the production unit (or across the organisation, as the Purchaser may specify) shall be Persons with Disabilities (PwD). This proportion shall be maintained throughout the contract period.

Definition. “Person with Disability” (PwD) means a person certified as such under the Rights of Persons with Disabilities Act, 2016, holding a valid Disability Certificate / Unique Disability ID (UDID). “Workforce” means the total number of persons on the rolls (permanent and regular contractual) of the Bidder, computed as an average over the [preceding 6 months / latest payroll month].

Documentary evidence to be submitted:

- A self-certified statement of total headcount and the number / percentage of PwD apprentices/ employees, in the format at Annexure E, signed by the authorised signatory.
- Copies of valid Disability Certificates / UDID cards of the PwD employees (identity details may be partially masked for privacy, retaining the certificate number and disability percentage).
- Latest payroll register / EPFO (ECR) extract / ESIC statement evidencing the employees counted.
- An undertaking to maintain the $\geq 20\%$ PwD proportion for the full contract period and to permit verification.

The 20% requirement is a continuing obligation. The Purchaser may seek periodic compliance certificates during the contract and may treat a sustained fall below 20% as a breach.

3.2 General Eligibility Conditions

In addition to the mandatory conditions above, the Bidder must satisfy the following:

#	Criterion	Documentary Evidence
1	Legal entity registered in India (proprietorship / partnership / LLP / company / society / SHG federation).	Certificate of incorporation / registration; PAN.
2	Manufacturer of school bags / textile or stitched-goods (not a pure trader), with the unit per Clause M-1.	Udyam / factory licence; product line evidence.
3	Minimum 3 years of experience in manufacturing / supplying bags or similar stitched products.	Work orders / completion certificates / invoices.
4	Average annual turnover of at least ₹1 crore in the last 3 financial years.	Audited financials / CA-certified turnover statement.
5	Valid GST and Income-Tax registration; tax compliant.	GST certificate; latest returns.
6	Not blacklisted / debarred by any Government, PSU or agency as on the bid date.	Self-declaration (Annexure C).
7	Earnest Money Deposit (EMD) furnished as specified.	EMD instrument / exemption proof (MSME).

4. Technical Specifications of School Bags

The school bags must conform to the minimum specifications below. Specifications are indicative and may be finalised by the Purchaser; bidders may offer superior parameters. Samples will be required (Section 5).

Parameter	Minimum Requirement
Main fabric	High-density polyester [600D or higher], water-resistant, colour-fast.
Capacity / compartments	Minimum [2] main compartments + [1] front pocket + [2] side pockets.
Dimensions	Small: approx. [32*25*12 cm]; Large: approx. [46*32*18 cm] (H × L × W).
Straps	Padded, adjustable, ergonomic shoulder straps; reinforced top handle.
Back panel	Padded, breathable (mesh) ergonomic back support.
Zippers	Heavy-duty, rust-free, double-pull zippers with smooth operation.
Stitching	Double / bar-tack stitching at stress points; no loose threads.
Weight (empty)	Not exceeding 500 grams to limit load on students.
Colour / branding	[Multi colours], printed logo / text as per artwork provided by the Purchaser.
Safety / quality	Free from harmful azo-dyes; compliant with applicable BIS norms, if any.
Warranty	Minimum [12 Months/10 wash] against manufacturing / stitching / zipper defects.

5. Instructions to Bidders

5.1 Two-Bid System

Bids shall be submitted in two parts: (a) a Technical Bid comprising eligibility documents, mandatory-clause evidence and the technical proposal; and (b) a Financial Bid comprising the priced offer in the format at Annexure F. Financial bids of only those bidders who qualify technically will be opened.

5.2 Contents of the Technical Bid

1. Covering letter / Bid form (Annexure A) on the Bidder's letterhead.
2. Earnest Money Deposit (EMD) of ₹5 lakhs, or valid MSME exemption proof.
3. All eligibility documents per Section 3, including evidence for Clause M-1 and Clause M-2.
4. Self-declarations at Annexures C, D and E, duly signed and stamped.
5. Product samples (2 units per size) and technical literature, as directed.

5.3 Earnest Money Deposit (EMD)

Bidders shall furnish an EMD of ₹5 lakhs valid for 90 days. EMD of unsuccessful bidders will be refunded after award; the successful bidder's EMD will be adjusted against / returned upon furnishing the Performance Security (waived for micro enterprises). EMD is liable to forfeiture for withdrawal during validity or for misrepresentation.

5.4 Pre-Bid Queries

Queries may be submitted in writing to accounts@giftabled.org by 25th June 2026. Responses / corrigenda may be published at <https://giftabled.org/rfp/>

5.5 Submission

Bids must be submitted via email to accounts@giftabled.org not later than date 15th July 2026 and 11:59 PM time. Late bids will not be accepted. The Purchaser is not responsible for delays in transmission.

6. Evaluation Methodology

6.1 Stage 1 — Eligibility & Mandatory-Clause Screening

Each bid will first be screened for compliance with ALL eligibility criteria in Section 3, including mandatory Clauses M-1 and M-2. Bids failing any mandatory criterion will be rejected and not evaluated further.

6.2 Stage 2 — Technical Evaluation

Eligible bids will be evaluated on technical merit (specification compliance, sample quality, capacity, past performance). Bidders scoring at least [70] out of 100, and whose samples are accepted, will be declared technically qualified.

6.3 Stage 3 — Financial Evaluation & Award

Financial bids of technically qualified bidders will be opened. The contract will ordinarily be awarded to the lowest evaluated responsive bidder (L1) at the quoted rates, subject to the Purchaser's right to negotiate, split or reject. Statutory purchase / price preferences (e.g., for MSEs and other notified categories) shall apply where mandated.

Indicative weightage (if a quality-cum-cost method is adopted in lieu of L1): Technical [70%] : Financial [30%]. The exact method will be as stated in the bid portal or as per the discretion of purchaser.

7. Terms and Conditions of Contract

7.1 Performance Security

The successful bidder shall furnish Performance Security of 5% of the contract value (waived for Micro enterprises), valid up to 60 days beyond the contract / warranty period, within 10 days of the Letter of Award.

7.2 Delivery, Inspection & Acceptance

Goods shall be delivered to the notified locations within the agreed schedule. The Purchaser may inspect goods at the factory and/or on delivery. Goods not conforming to specification or failing quality checks will be rejected and must be replaced at the supplier's cost.

7.3 Payment

Payment shall be made against delivery, inspection and acceptance, on submission of valid invoices, normally within 30 days. No advance is payable unless otherwise agreed and secured by a bank guarantee.

7.4 Liquidated Damages

For delay attributable to the supplier, liquidated damages of 0.5% of the value of delayed goods per week (max 5%) may be levied, without prejudice to other remedies including termination.

7.5 Continuing Compliance with Mandatory Clauses

The supplier shall maintain, throughout the contract: (i) manufacture of the contracted goods at the production unit in the Aspirational District (Clause M-1); and (ii) the minimum 20% PwD proportion in its workforce (Clause M-2). The supplier shall submit compliance certificates half-yearly and

permit verification / inspection. Sustained non-compliance constitutes a material breach and may lead to penalty, withholding of payment, or termination and forfeiture of security.

7.6 Termination

The Purchaser may terminate the contract for default, breach of mandatory clauses, misrepresentation, insolvency, or for convenience on reasonable notice, in accordance with the contract.

7.7 Conflict of Interest, Fraud & Corruption

Bidders shall not engage in any corrupt, fraudulent, collusive or coercive practice. Any such practice will lead to rejection / termination and debarment, in addition to legal action.

7.8 Force Majeure

Neither party shall be liable for failure caused by events beyond reasonable control (force majeure), subject to prompt notice and mitigation.

7.9 Governing Law & Dispute Resolution

This RFP and the resulting contract shall be governed by the laws of India. Disputes shall be resolved through mutual discussion, failing which arbitration under the Arbitration and Conciliation Act, with venue / jurisdiction at Bangalore.

Annexures

All annexures must be completed on the Bidder's letterhead where applicable, signed and stamped by the authorised signatory.

Annexure A — Bid Submission Form

To: [Designation, Organisation, Address]

Subject: Submission of Bid against RFP Ref. No. [] for Manufacture and Supply of School Bags.

We, the undersigned, having examined the RFP document, offer to manufacture and supply the school bags in full conformity with the said document. We confirm that we meet all eligibility criteria, including the mandatory Clauses M-1 (Aspirational District production unit) and M-2 ($\geq 20\%$ Persons with Disabilities). We agree to be bound by this bid for the validity period and accept the terms and conditions therein.

Name of Bidder / Firm	
Authorised Signatory & Designation	
Signature & Seal / Date	

Annexure B — Bidder Profile

Legal name & constitution	
Registered office address	
Production unit address(es)	
PAN / GSTIN / Udyam No.	
Years in business / key clients	
Contact person / phone / email	

Annexure C — Self-Declaration (Non-Blacklisting & Veracity)

We hereby declare that our firm is not blacklisted, debarred or suspended by any Government department, PSU or agency as on the date of submission, and that all information and documents furnished with this bid are true and correct. We understand that any misrepresentation will render our bid liable to rejection / termination and forfeiture of EMD / security, besides legal action.

Signature & Seal: _____ Name: _____ Date: _____

Annexure D — Self-Declaration of Aspirational District Production Unit (Clause M-1)

We declare that we own / operate a functional production unit at the address below, which is located within an Aspirational District as notified by NITI Aayog, Government of India, and that the school bags under this contract will be manufactured at this unit.

Production unit address	
District (Aspirational)	



State	
Supporting documents enclosed	[Factory licence / Udyam / GST / lease + utility bill]

We undertake to permit physical verification of the unit. Signature & Seal: _____ Date: _____

Annexure E — Self-Declaration of PwD Workforce (Clause M-2)

We declare that Persons with Disabilities (PwD), as defined under the Rights of Persons with Disabilities Act, 2016, constitute at least 20% of our total workforce, computed as below, and we undertake to maintain this proportion throughout the contract period.

Particular	Number
Total workforce (avg. over [period])	
Of which, Persons with Disabilities (PwD)	
Percentage of PwD employees (≥ 20%)	

Enclosed: copies of valid Disability Certificates / UDID, and payroll / EPFO / ESIC evidence. We undertake to submit periodic compliance certificates and permit verification.

Signature & Seal: _____ Name: _____ Date: _____

Annexure F — Financial Bid (Price Schedule)

To be submitted (emailed) separately. Quote inclusive and exclusive of taxes as indicated. The rate shall be firm for the contract period.

#	Item (size variant)	Qty	Unit Rate (₹)	Amount (₹)
1	School bag — [Small]	2500		
2	School bag — [Large]	2500		
	GST @ [18]%			
	Grand Total (incl. taxes)			

Amount in words: _____

Signature & Seal: _____ Name: _____ Date: _____

— End of RFP Document —