The minimum requirement of a BRC office is 1 room, 1 hall, and 1 toilet against a monthly rent of Rupees 3000/-. At least 3 quotations from 3 sources should be there before taking the final decision. The cheapest option with better facilities should be selected. The procurement should be done based on the Community Procurement Norms of the SLRM.

Items	Quantity (in no.)	Unit Cost	Total Cost	Suggested Specifications
Room Deposit	1	30000	30000	If required
Cupboard	3	15000	45000	As per SRLM norms if any
Table	3	2500	7500	As per SRLM norms if any
Chairs	40	500	20000	As per SRLM norms if any
Fan	3	2000	6000	As per SRLM norms if any
Tube light	3	500	1500	As per SRLM norms if any
Sign Board & Other Display materials	1	2000	2000	As per SRLM norms if any
White board	1	1500	1500	As per SRLM norms if any
Notice board	1	1200	1200	As per SRLM norms if any
Printer and Xerox machine	1	15000	15000	Laser Printer
Desktop Computer	1	25000	25000	Dual Core Processor, 4GB RAM, 500 GB to 1 TB Hard drive
Laptop	1	35000	35000	2 GHz processor, 4GB RAM, 1 TB Hard Drive
Projector	1	35000	35000	HDMI port, 1080p resolution, >2000 lumens
Invertor	1	10000	10000	1500V to 2000V (Sine Wave)

Carpet	2	1000	2000	As per SRLM norms if any
Mini Pantry Establishment	1	30000	30000	As per SRLM norms if any
Setting up of broadband with wifi connectivity	1	5000	5000	Wifi modem (including Installation charges)
Smart Phones[1]	10	10000	100000	**Minimum Specifications** 3 GB RAM, 8 GB Micro SD card slot, 1.2 GHz processor above, Android Kit kat 4.4.4 and above, 5 inches screen, GPS enabled, 2300 mAh battery.

Other than whatever is mentioned in the list, the BRC should also have a map of the block. It should be updated by the CRP-EP group using different colours outlining the CLF borders and CLF offices and should also mark the enterprises so that everyone has a fair idea regarding the location of the enterprises promoted by the BRC. The BRC should also have the names of CRPs-EP with their phone numbers so that anyone visiting the BRC office should contact them during need.

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[1] Smart phones for CRPs-EP for using the NRLM SVEP app should be procured from the Baseline and DPR budget head and not from BRC Set up head. It should also be procured after taking minimum 3 quotations from 3 different vendors.