**FINANCIAL PROPOSAL**

**Individual Consultant: Quality Assurance of Oxygen Generation Plants**

**and Oxygen Cylinders (FULL TIME)**

**PART A. PROFESSIONAL FEE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Deliverable/s** | **UNICEF Estimate** | | **All-inclusive Monthly professional fee (INR)**  ***(To be quoted by the candidate)*** |
| **Estimated deadline for completion of deliverable** | **Estimated travel required**  **for completion of deliverable** |
| Monthly Reports  for November 2021 to May 2022  *(as outlined in the ToR)* | End of each contracted month | 32 days, as explained in PART B below | **INR\_\_\_\_\_\_\_\_\_\_\_ per month** |
| **Total Professional Fee for 7 months (A)** | | | **INR \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**PART B. TRAVEL COSTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Estimated Travel details for this consultancy:**  **a. Number of trips = 10**  **b. Number of days per trip = approximately 3.2 days per trip**  **c. States/Districts where travel is required =** Assam, Meghalaya, Arunachal Pradesh, Nagaland, Maharashtra, Madhya Pradesh and Bihar. | | | | |
| **S. No.** | **Description** | **Unit** | **Unit cost (INR)** | **Total Cost (INR)** |
| 1. | Air ticket cost (Return Trip) | 10 trips | \_\_\_ per ticket |  |
| 2. | Per Diem (days per trip x no. of trips)  *Note: Per diem is to cover meals (breakfast, lunch and dinner), boarding and lodging costs.* | 32 days | \_\_\_\_ per day |  |
| 3. | Transfer to/from airport | 20 transfers | \_\_\_ per transfer |  |
| 4. | Any other expenses (travel to districts, etc.) |  |  |  |
|  | **Total Travel Costs (B) = INR** | | |  |
|  | **TOTAL COST OF CONSULTANCY (A+B)** | | |  |

**Note: Shaded areas to be filled in by Candidate**

**Notes to financial offer:**

*(i) Travel costs would be reimbursed as and when an actual trip happens as agreed with the contract supervisor.*

*(ii) Air travel should be by economy class using the most direct route. The cost will be paid based on the rates quoted in the financial proposal.*

(iii) *Per diem will be paid based on actual number of days travelled. Per diem is towards boarding, lodging and incidentals.*

*(iv) No other fee would be paid or reimbursed other than the fee indicated in the financial proposal.*

*(v) Please do not quote any lump sum costs but provide detailed breakdown of all costs.*

*(vi) The consultant/contractor will work on his/her own computer(s) and use his/her own office resources and materials in the execution of this assignment, including personal email address(es) and mobile/smart phones.*

Payment Terms: 30 days net

**Name of the Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of the Candidate: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact no.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**